

**GOKHALE EDUCATION SOCIETY'S**  
**N. B. MEHTA (VALWADA) SCIENCE COLLEGE, BORDI**  
 Dist. Thane, Maharashtra – 401701  
 Tel. No. 02528 254357, Email: nbmbordiooffice@gmail.com

**The Annual Quality Assurance Report (AQAR) of the IQAC for 2012-13**

**Part – A**

**1. Details of the Institution**

1.1	Name of the Institution		Gokhale Education Society's N. B. Mehta(Valwada) Science College			
1.2	Address Line 1 Address Line 2 City/Town State Pin Code		Acharya Bhise Vidya Nagar, Bordi, Tal. Dahanu, Dist. - Thane Maharashtra 401701			
	Institution e-mail address		<a href="mailto:nbmbordiooffice@gmail.com">nbmbordiooffice@gmail.com</a>			
	Contact Nos.		02528-254357			
	Name of the Head of the Institution:		Dr. Mrs. Anjali S. Kulkarni			
	Tel. No. with STD Code:		02528-254357			
	Mobile:		9822968142			
	Name of the IQAC Co-ordinator:		Dr. Pankaj K. Gogari			
	Mobile:		9970671257			
	IQAC e-mail address:		naacnbm3@gmail.com			
1.3	<b>NAAC Track ID</b>					
1.4	<b>NAAC Executive Committee No. &amp; Date</b>		EC/54/RAR/072			
1.5	Website address		<a href="http://www.nbmbordicollege.in">www.nbmbordicollege.in</a>			
	Web-link of the AQAR		<a href="http://nbmbordicollege.in/AQAR2012-13.aspx">http://nbmbordicollege.in/AQAR2012-13.aspx</a>			
	For ex. <a href="http://www.ladykeanecollege.edu.in/AQAR2012-13.doc">http://www.ladykeanecollege.edu.in/AQAR2012-13.doc</a>					
1.6	Accreditation Details					
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
	1	1 <sup>st</sup> Cycle	C++	67%	2004	5 years
	2	2 <sup>nd</sup> Cycle	B	2.37	2010	5 years
1.7	Date of Establishment of IQAC : DD/MM/YYYY			22/03/2004		
1.8	<b>AQAR for the year (for example 2010-11)</b>			2012-13		
1.9	Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC					
	AQAR 2010-11 submitted to NAAC on 24/09/2011. AQAR 2011-12 submitted to NAAC on 14-10-2017					

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1.10	Institutional Status										
	University	State		Central		Deemed		Private			
	Affiliated College					Yes	✓	No			
	Constituent College					Yes		No			✓
	Autonomous college of UGC					Yes		No			✓
	Regulatory Agency approved Institution					Yes		No			✓
	Type of Institution										
	Co-education				✓	Men		Women			
	Urban					Rural		Tribal			✓
	Financial Status										
	Grant-in-aid					UGC2(f)	✓	UGC 12B			✓
	Grant-in-aid + Self Financing				✓	Totally Self-financing					
1.11	Type of Faculty/Programme										
	Arts		Science	✓	Commerce	✓	Law		PEI (Phys Edu)		
	TEI (Edu)		Engineering		Health Science		Management				
	Others (Specify)										
1.12	Name of the Affiliating University ( <i>for the Colleges</i> )					University of Mumbai					
1.13	Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.										
	Autonomy by State/Central Govt. / University					No	UGC-CPE			No	
	University with Potential for Excellence					No	UGC-CE			No	
	UGC-Special Assistance Programme					No	DST-FIST			No	
	UGC-Innovative PG programmes					No	DST Star Scheme			No	
	UGC-COP Programmes					No	Any other ( <i>Specify</i> )			No	

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**2. IQAC Composition and Activities**

2.1	No. of Teachers	08								
2.2	No. of Administrative/Technical staff	01								
2.3	No. of students	--								
2.4	No. of Management representatives	02								
2.5	No. of Alumni	--								
2.6	No. of any other stakeholder and community representatives	01								
2.7	No. of Employers/ Industrialists	--								
2.8	No. of other External Experts	01								
2.9	Total No. of members	13								
2.10	No. of IQAC meetings held	02								
2.11	No. of meetings with various stakeholders:	No.	06	Faculty	02					
	Non-Teaching Staff	02	Alumni	Others	02 (LMC)					
2.12	Has IQAC received any funding from UGC during the year?	Yes		No	✓					
	If yes, mention the amount			---						
2.13	Seminars and Conferences (only quality related)									
	i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
	Total Nos.	0	International	0	National	0	State	0	Institution Level	0
	ii) Themes					---				

**2.14 Significant Activities and contributions made by IQAC**

- ✓ IQAC prepared academic calendar for 2012-13.
- ✓ IQAC formed various committees for smooth functioning of the college.
- ✓ IQAC helps in arranging inter-collegiate competitions.
- ✓ IQAC ensures the proper implementation of academic calendar by encouraging staff members to maintain diary.

**2.15 Plan of Action by IQAC/Outcome**

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. Academic calendar for academic year 2012-13	Academic calendar was prepared by IQAC, as a result of which various activities, seminars, guest lectures and inter-collegiate competitions were conducted during the academic year 2012-13
2. To conduct ISO Audit	ISO audit was conducted on 11-01-2013
3. To organize inter-collegiate competitions	a. Biospark was arranged on 13-08-2012 b. Comfest was arranged during 7-8 Sept. 2012
4. To organize Blood donation camp	On 15 <sup>th</sup> Sept. 2012 Blood donation camp was organized to mark birth anniversary of esteemed

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	donor Late Shri N. B. Mehta. <b>103</b> units of blood were donated students and staff.
5. To publish college magazine	The college magazine “Amaranth” was published on 22 <sup>nd</sup> Dec. 2012.
6. To arrange guest lectures, workshops and exhibitions	Guest lectures were arranged with the help of concerned departments. Zoology department has arranged exhibition.
7. To arrange study tours and industrial visits	Study tours and industrial visits were arranged by various departments.
8. To encourage research and faculty development activity	a. Minor Research Projects: 01 b. Paper presented: 02 c. Paper published: 07 d. OC/RC/ST: 02 e. Workshop: 16
9. To arrange health check up camp	NCC unit arranged health check up camp at Khorepada (Village adopted by NCC unit) on 27 <sup>th</sup> April 2013.
10. To apply for COC courses at UGC	UGC granted two certificate courses a. Food Processing and Preservation b. Information and Communication Technology
11. To conduct ‘Jagar Janiwancha’ program	Exhibition and guest lectures were arranged on 5 <sup>th</sup> Dec 2012 and 5 <sup>th</sup> Jan 2013.

\* Attached the Academic Calendar of the year as Annexure-I.

2.16	Whether the AQAR was placed in statutory body	Yes	<input checked="" type="checkbox"/>	No	
	Management	<input checked="" type="checkbox"/>		Syndicate	Any other body

Provide the details of the action taken

After reading the AQAR report the management suggested to take necessary steps to encourage various departments to arrange conferences to develop of research environment. To arrange workshops to develop soft skills among students.
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**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	-		01	
UG	01		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	Dr. T. N. Ghorude recognised as a PhD guide by University of Mumbai with effective from 18 <sup>th</sup> Jan 2013, Letter No. PG/2/ICD/2012-13/28991 on 6 <sup>th</sup> April 2013.			
<b>Total</b>	01		02	
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS / Core /Elective option/ Open options: NIL

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>FY and SY</b> (BSc. BCom, CS and IT) and MSc I (Chemistry)
Trimester	NIL
Annual	<b>TY and MSc II</b>

1.3	Feedback from stakeholders*	Alumni		Parents		Employers		Students	✓
	Mode of feedback	Online		Manual	✓	Co-operating schools			

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Semester pattern is introduced at SYBSc and BCom level (Credit Based Grading System): MSc I (Chemistry) Syllabus is Restructured for Credit Based and Grading System with semester (60:40) pattern and is implemented from the Academic year 2012-2013.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Existing departments under Commerce & Science faculties are continued for the next Academic year.

**Criterion – II**

**2. Teaching, Learning and Evaluation**

2.1	Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others					
		17	17	nil	nil	nil					
2.2	No. of permanent faculty with PhD	07									
2.3	No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
		R	V	R	V	R	V	R	V	R	V
		50	05	nil		nil		nil		50	05

2.4 No. of Guest and Visiting faculty and Temporary faculty 

14	nil	33
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	nil	nil	01
Presented	01	02	nil
Resource Persons	01	03	nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

\*Use of charts, models and power point presentations to explain the concept.  
 \*Arrangement of excursions and industrial visits.  
 \* Involving students in small research projects.

2.7 Total No. of actual teaching days during this academic year 

180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) 

Rechecking and re totaling
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2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/ Faculty/Curriculum Development workshop 

01(BOS)	nil	nil
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2.10 Average percentage of attendance of students 

75%
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2.11 Course/Programme wise distribution of pass percentage:

**Semester I 2012-13**

Class	No. of students appeared	Dist. O grade		I class A grade		II class B grade		III class C,D,E		No. of candidates passed	No. of candidates promoted	Pass %
		No	%	No	%	No	%	No	%			
FYBCom	214	00	0	09	4	18	8	87	40	114	50	76
FYBSc	145	00	0	15	10	16	11	46	31	77	47	85
FYBSc-IT	51	07	13	17	33	10	19	04	7	38	04	82
FYBSc-CS	22	00	0	03	13	02	9	05	22	10	09	86
FYBSc-Biotech	31	02	6	02	6	11	35	01	3	16	06	70
FYBSc-Micro	35	01	2	03	8	09	25	11	31	24	07	88

**Semester II 2012-13**

Class	No. of students appeared	Dist. O grade		I class A grade		II class B grade		III class C,D,E		No. of candidates passed	No. of candidates promoted	Pass %
		No	%	No	%	No	%	No	%			
FYBCom	213	00	0	09	4	35	16	119	55	163	12	82
FYBSc	139	02	1	26	18	33	23	52	37	113	19	95
FYBSc-IT	51	05	9	30	58	09	53	00	7	44	04	94
FYBSc-CS	22	00	0	04	18	04	18	09	40	17	02	86
FYBSc-Biotech	30	01	3	06	20	13	43	04	13	24	03	90
FYBSc-Micro	34	00	0	12	35	10	29	03	12	25	09	100

**Semester III 2012-13**

Class	No. of students appeared	Dist. O grade		I class A grade		II class B grade		III class C,D,E		No. of candidates passed	No. of candidates promoted	Pass %
		No	%	No	%	No	%	No	%			
SYBCom	142	00	0	08	6	25	18	86	60	119	17	95
SYBSc	137	01	1	36	26	45	33	23	17	105	23	93
SYBSc-IT	51	06	14	15	37	14	34	05	12	40	01	80
SYBSc-CS	21	00	0	03	14	02	9	09	43	19	05	90
SYBSc-Biotech	16	01	6	06	38	04	25	02	13	13	03	100
SYBSc-Micro	22	02	9	01	5	08	36	03	14	14	07	95

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**Semester IV 2012-13**

Class	No. of students appeared	Dist. O grade		I class A grade		II class B grade		III class C,D,E		No. of candidates passed	No. of candidates promoted	Pass %
		No	%	No	%	No	%	No	%			
SYBCom	142	00	0	49	34	60	42	25	18	134	04	97
SYBSc	134	07	5	35	26	51	38	33	25	126	05	98
SYBSc-IT	41	03	7	26	63	11	27	01	2	41	00	100
SYBSc-CS	21	00	0	01	4	04	19	10	57	17	03	95
SYBSc-Biotech	16	00	0	04	25	04	25	07	43	15	01	100
SYBSc-Micro	22	02	9	04	18	08	36	05	23	19	03	100

**TYBSc, BCom 2012-13 Annual Pattern**

	Total no. of students appeared	Distinction %	I class %	II class%	III class%	Pass %
Chemistry	82	4	8	33	-	43
Physics	16	6	18	37	-	62
Biotech	35	3	17	42	-	62
Microbiology	27	7	3	55	-	66
Computer Science	18	-	16	50	-	66
Information Technology	55	-	7	15	-	22
BCom	99	3	60	18	-	81

**MSc 2012-13 Annual Pattern**

	Total no. of students appeared	Distinction %	I class %	II class%	III class%	Pass %
MSc-I-Chem	23	-	17%	30%	-	47%
MSc-II-Chem	06	-	--	50%	-	50%
MSc-I IT	20	-	15%	15%	-	30%
MSc-II IT	15	-	-	33%	-	33%
MSc-I-CS	10	-	20%	20%	-	40%
MSc-II CS	01	-	100%	-	-	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

All the staff members maintain diary regularly which includes planning as well as execution of teaching plans for the academic year. Tasks, planned and completed, are noted down in the diary that is checked by Head of the department and the Principal.



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2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
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.	16
Others	--

2.14 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	03	nil	nil	nil
Technical Staff	05	nil	nil	nil

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**Criterion – III**

**3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- |                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Encourage the faculty of the college by giving study leave for pursuing PhD</li> <li>2. Providing facilities such as infrastructure and instruments.</li> <li>3. Encouraging the faculty to participate in refresher course, orientation course and short term course by giving study leave.</li> <li>4. Encourage faculty to undertake Major/Minor Research projects.</li> </ol> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	-----	-----	-----
Outlay in Rs. Lakhs	-----	-----	-----	-----

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	---	---
Outlay in Rs. Lakhs	---	---	---	---

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	3	----
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 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	---	---	---	---

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Industry sponsored		----	-----	----	----
Projects sponsored by the University/ College		----	-----	----	----
Students research projects ( <i>other than compulsory by the University</i> )		----	-----	----	----
Any other(Specify)		----	-----	----	----
Total		----	-----	----	----
3.7	No. of books published	i) With ISBN No.	---	Chapters in Edited Books	---
		ii) Without ISBN No.	---		
3.8	No. of University Departments receiving funds from				
	UGC-SAP	---		CAS	---
	DST-FIST	---		DPE	---
	DBT Scheme/funds	---			
3.9	For colleges				
	Autonomy	---	CPE	---	DBT Star Scheme
	INSPIRE	---	CE	---	Any Other (specify)
3.10	Revenue generated through consultancy				
3.11	No. of conferences organized by the Institution				
	Level	International	National	State	University
	Number	-----	----	----	-----
	Sponsoring agencies	-----	----	----	-----
3.12	No. of faculty served as experts, chairpersons or resource persons				03
3.13	No. of collaborations	International	---	National	---
3.14	No. of linkages created during this year				---
3.15	Total budget for research for current year in lakhs:				
	From Funding agency	--	From Management of University/College	--	Total
3.16	No. of patents received this year				Number
	Type of Patent				
	National		Applied		----
			Granted		----
	International		Applied		-----
			Granted		----
Commercialised		Applied		----	
		Granted		-----	
3.17	No. of research awards/ recognitions received by faculty and research fellows of the institute in the year				
	Total	International	National	State	University
	-----	-----	-----	----	-----
3.18	No. of faculty from the Institution who are Ph. D. Guides and students registered under them				
					--
					--
3.19	No. of Ph.D. awarded by faculty from the Institution				

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3.20	No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)							
	JRF	--	SRF	--	Project Fellows	--	Any other	--
3.21	No. of students Participated in NSS events:							
	University level			02	State level			06
	National level			--	International level			--
3.22	No. of students Participated in NCC events:							
	University level			--	State level			--
	National level			--	International level			--
3.23	No. of Awards won in NSS:							
	University level			--	State level			--
	National level			--	International level			--
3.24	No. of Awards won in NCC:							
	University level			--	State level			--
	National level			--	International level			--
3.25	No. of Extension activities organized							
	University forum			08	College forum			04
	NCC			---	NSS			12
	Any other			---				
3.26	Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility							
	NSS unit under took activities like blood donation camp, tree plantation programme, AIDS awareness programme, pulse polio drive, street play, energy conservation project, book making project, 7 days residential camp in the adopted area etc NCC unit under took activities like health checking camp in adopted area and mob control during Ganpati visarjan etc.							

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**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.5 acres	-	society	--
Class rooms	14	--	Donor	14
Laboratories	16	-	self	16
Seminar Halls	1	-	self	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	1	--	self	1
Value of the equipment purchased during the year (Rs. in Lakhs)	58.6 Lacs	1.2Lacs	self	59.8Lacs
Others	124.8Lacs	10.7Lacs	self	135.5Lacs

4.2 Computerization of administration and library

Office is partially computerized. Results are computerized
------------------------------------------------------------

4.3 Library services

a) College Level

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6550	631137	1146	132250	7696	763387
Reference Books	2991	1543526	147	89330	3138	1632856
e-Books						
Journals	33	103580	00	11057	33	114637
e-Journals						
Digital Database	Library software					
CD & Video	471	Free	70	Free	541	Free
Others (specify)	540	152140	19	2210	559	154350
Book Bank	1010	90210	234	24445	1244	114655

b) Departmental Level

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	--	--	--	--	--	--
Reference Books	---	--	42	30238	42	30238
e-Books	--	--	--	--	--	--
Journals	--	--	---	--	--	---

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e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	---
CD & Video	--	--	--	--	---	--
Others (specify)	--	--	--	---	--	--
	--	--	---	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	85	4	5	1	1	5	8	1
Added	1	-----	---	----	---	---	---	
Total	86	4	5	1	1	5	8	1

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

Internet access through BSNL internet lease line 16mbps, training to students.
--------------------------------------------------------------------------------

4.6 Amount spent on maintenance in lakhs :

1	ICT	4.5
2	Campus Infrastructure and facilities	5.0
3	Equipments	1.2
4	Others	39.8
	Total	50.5

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Disseminating information regarding various UG and PG courses conducted by the college.
- Providing information about COC and Bridge courses (Remedial teaching) conducted by various departments.
- Awareness about Government freeship, scholarship, departmental support in terms of books, e-learning sources and other study materials.
- Identifying potential of the students and training them to participate in intra and inter collegiate curricular, co-curricular and extra-curricular activities.
- Convincing the students about the importance of NCC, NSS, sports and cultural activities.
- Benefit of 10 marks for participating in NCC, NSS.
- Displaying information about Guest lectures.
- Remedial lectures for weak students.
- Performance improvement program in terms of regular test series.
- Grievance redressal mechanism for students.
- Suggestion box put up at appropriate place within college premises.
- Obtaining students feedback on performance of teachers.
- Placement efforts by various departments.
- Orientation program for FY students.
- Soft skills development and writing skills workshops.

### 5.2 Efforts made by the institution for tracking the progression

- Regular meetings between Principal, Senior Clerk and Head of the Departments.
- Result analysis and remedial action.
- Submission and analysis of departmental reports.
- Parents – Teachers' meet.
- Feedback from stakeholders (Parents, Alumni, etc)
- Regular LMC meets discuss the student progression.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
1168	73	---	---	1241

(b) No. of students outside the state

40

(c) No. of international students

---

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Men	No	%	Women	No	%
	629	50.68		612	49.32

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
600	42	123	251	---	1016	745	42	167	287	---	1241

Demand ratio 2:1          Dropout % Negligible

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

---

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Need based counselling is conducted by faculty.
- Formal and informal career guidance by the faculty.
- Career guidance talks, workshops.
- Alumni interface, industrial training (COC).

No. of students benefitted

5.7 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
--	---	--	---

5.8 Details of gender sensitization programmes

Women's Development Cell organizes gender sensitization programmes in the college. It conducted one day workshop on "Health and Happiness" by Mr. Arun Shenoy, member of Art of Living. With NSS it conducted program on "Save Girl Child" and organized group song competition, Street Play competition, poster with slogan competition. It also encouraged participation of students in intercollegiate essay poster competition organized by Birla College, Kalyan. The cell provides help to address student's problems and offer solutions to them.



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**5.9 Students Activities**

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

**5.10 Scholarships and Financial Support**

	Number of students	Amount
Financial support from institution		
Financial support from government	361	4608486/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

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**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:**

The college continues to offer quality service in the field of education and upliftment of the tribal and lesser privileged adivasis of the Thane district. In the next ten years, we aspire to add M.Sc. Biotechnology, Physics and vocational courses according to the demand of the times. The Life Science subjects will be housed in a separate building and research Centre for Physics, Chemistry and Life Sciences will be developed. We shall also venture into developing a Plant Tissue Culture Laboratory and a Green House so as to help our students get hands on training in commercial projects and establish linkages. The commerce faculty will be developed and will offer post graduate management courses.

**Mission:**

The Gokhale Education Society is committed to the cause of student's empowerment through access to education. We aspire to develop world class citizenship through relevant courses under formal and non-formal streams. The society is further committed to raise the dignity of the teaching profession and to establish a culture of caring and excellence by providing a wide range of professional and vocational courses for the poor and downtrodden as also for the adivasis and the less privileged . We also strive to meet the changing Socio economic needs with human values, socio responsibility and to achieve excellence with total quality in all activities of lifelong learning.

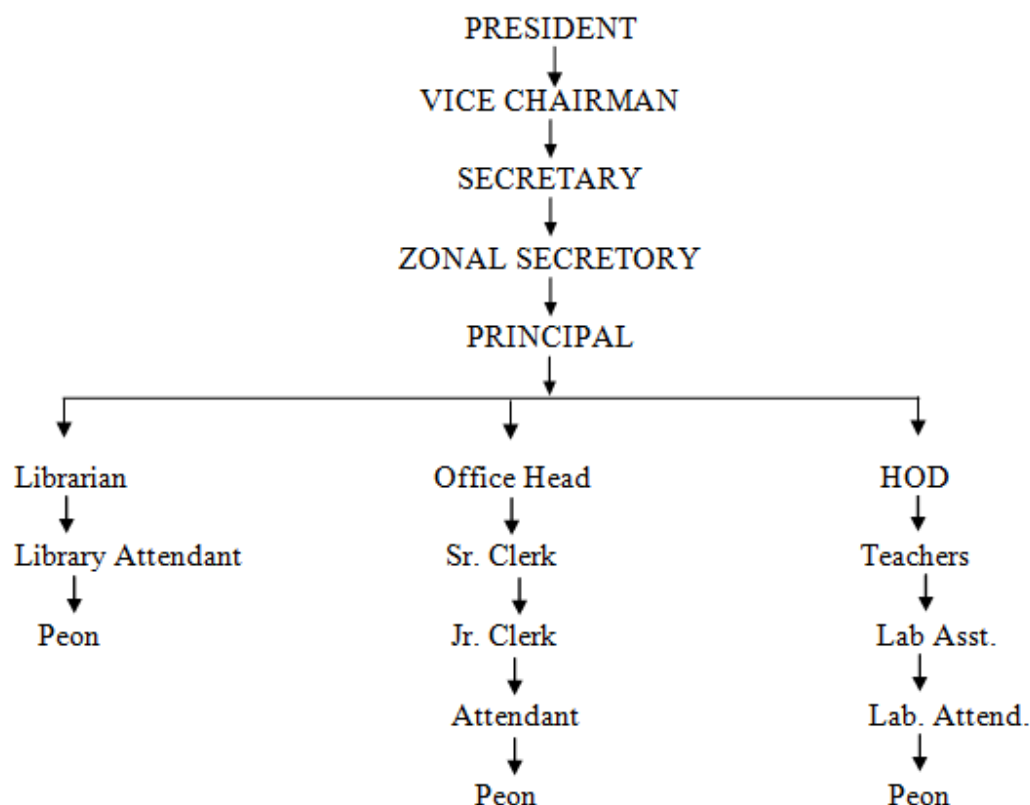
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**6.2 Does the Institution has a management Information System**

Yes, Top management, Principal and faculties play an active role in ensuring the implementation of its quality policy.



**6.3 Quality improvement strategies adopted by the institution for each of the following:**

**6.3.1 Curriculum Development**

Actually syllabi are framed by University, but University arranges meeting to discuss the syllabii. Teachers are sent to participate in syllabus meetings. They are indirectly involved in curriculum development. Some of the teachers are working in BOS so they are directly concern with framing and development of the curricula.

**6.3.2 Teaching and Learning**

Teachers use ICT enabled teaching techniques during teaching. The teachers of most departments make use of chart, model, graphs, diagrams, notes, model questions, projector, overhead projector, black board, white board, reference books etc. Departments arrange study tours, industrial visits, exhibitions, poster presentations, student's seminars, periodic tests, conducting case studies and On- the -Job training programs, all this helps to create an atmosphere conducive to learning.

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### **6.3.3 Examination and Evaluation**

Continuous evaluation of students throughout the year through unit tests, assignments, internal tests, projects etc. Exams are conducted as per the norms of University and evaluation is done in centralized assessment programme. Practical examination in applied components is conducted by college as per the norms of University.

### **6.3.4 Research and Development**

The staff members continuously update themselves through research activity, attending workshops, seminars or orientation, refresher course. Teachers are encouraged to do research, to submit research projects to various funding agencies. College provides facility of research to teachers. College sanctions duty leave, financial assistance, laboratory facility, computers, internet facility etc. College motivates teacher have written books and articles. Some of the teachers wrote books and articles. College organizes research conferences and workshops.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

Library provides computer, internet facility to students, Softcopies, CD's of books, magazines are given to students and teachers for reference. College has Generator (30 KVA) facility which gives complete backup in case of power cut (load shedding). College has water purifiers and cooler; fire extinguishers, well equipped conference hall, a large playground, and gymnasium.

### **6.3.6 Human Resource Management**

Teachers are appointed on various committees according to their areas of interest or specialty. When colleagues are on leave, other teachers engage the classes. Support staff is also assigned their duties as per their skills, capacities and interest. Students are involved in various activities or events organized by College.

### **6.3.7 Faculty and Staff recruitment**

Teaching staff is appointed according to state government rules and University norms. Vacancies are advertised in national daily newspapers, after management receives approval from University and the Government reservation policy is followed, a roster maintained at the management level and appointments are made by the duly constituted selection committee and approved by the university and joint director of higher education. Non-teaching and support staff are recruited through locally arranged interviews and preference is given to the local tribal community and other disadvantaged groups.

### **6.3.8 Industry Interaction / Collaboration**

Chemistry department organizes campus placement in collaboration with various industries such as Chemical, pharmaceuticals, perfumes, surfactants etc. from MIDC and GIDC. B.Sc. and M.Sc. students are benefited. M.Sc. Chemistry students are sent for industrial projects. Analysis of water samples given by some of the farmers from Bordi area have been done by the Biotechnology department of our College.

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**6.3.9 Admission of Students**

Students get admission on “First come First Served” basis.

**6.4 Welfare schemes for**

Teaching	“Shikshak Sevak Sangh” run by College teachers and non-teaching staff which gives loans to teachers.
Non-teaching	“Shikshak sevak Sangh” gives loan to non-teaching staff. Advances given by College to the non-teaching staff whenever they need and refund accepted in installments.
Students	Students get scholarships from Government. College allows installments in fees to the needy and poor students. Insurance facility is given to all the students. Under the Book bank scheme a set of complete books is given to the reserved class students throughout the year.

**6.5 Total corpus fund generated**

Rs. 4,00,000/-

**6.6 Whether annual financial audit has been done**

Yes

No

**6.7 Whether Academic and Administrative Audit (AAA) have been done?**

Audit Type	External		Internal	
	Yes /No	Agency	Yes/no	Authority
Academic	Yes	ISO(S&A Euro certifications)	Yes	Internal Committee
Administrative	Yes	ISO(S&A Euro certifications) J.D. Audit	Yes	Internal Committee

**6.8 Does the University/ Autonomous College declare results within 30 days?**

College conducts the exams of F.Y.B.Sc./B.Com and S.Y.B.Sc./B.Com. Result of these examinations declared within 30 days.

For UG Programmes (F.Y. & S.Y.)

Yes

No

For PG Programmes

Yes

No

 N/A

**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

University changes the annual pattern of exams to the semester end examinations as CBSGS (credit based semester grading system). In F.Y. and S.Y. Semester system also introduced in M.Sc.

T.Y.B.Sc. Applied components practical exams conducted by college.

**6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?**

F.Y. /S.Y. exams conducted by colleges as per the university norms.

**6.11 Activities and support from the Alumni Association**

Alumni help /support to conduct various events in college.

**6.12 Activities and support from the Parent – Teacher Association**

Department of Computer science and I.T. Arranges Parent meeting to share the progress of students and various policies and programmes conducted by department. If the performance of student is not satisfactory then college calls parents to discuss difficulties or problems of students.

**6.13 Development programmes for support staff**

Support staffs are encouraged to pursue further education and develop themselves by improving educational status and college felicitates such staff in annual prize distribution

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

Our college campus offers a peaceful pollution free learning friendly environment which helps students to concentrate on their academic pursuits. College has rain water collection system in water tanks and also recharge the well by adding rain water from terrace of college building which helps in increasing water level.

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**Criterion – VII**

**7. Innovations and Best Practices**

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

Department of Biotechnology updated there Department Library. Students participated in "Biobuzz" event. Zoology department arranged exhibition on "Impact of Modern Technology on human Life". Department of Commerce organized "Comfest" festival. Based on syllabus departments organized Industrial Visits.

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

Plan of Action	Achievements
1. Academic calendar for academic year 2012-13	Academic calendar was prepared by IQAC, as a result of which various activities, seminars, guest lectures and inter-collegiate competitions were conducted during the academic year 2012-13
2. To conduct ISO Audit	ISO audit was conducted on 11-01-2013
3. To organize inter-collegiate competitions	a. Biospark was arranged on 13-08-2012 b. Comfest was arranged during 7-8 Sept. 2012
4. To organize Blood donation camp	On 15 <sup>th</sup> Sept. 2012 Blood donation camp was organized to mark birth anniversary of esteemed donor Late Shri N. B. Mehta. <b>103</b> units of blood were donated students and staff.
5. To publish college magazine	The college magazine "Amaranth" was published on 22 <sup>nd</sup> Dec. 2012.
6. To arrange guest lectures, workshops and exhibitions	Guest lectures were arranged with the help of concerned departments. Zoology department has arranged exhibition.
7. To arrange study tours and industrial visits	Study tours and industrial visits were arranged by various departments.
8. To encourage research and faculty development activity	a. Minor Research Projects: 01 b. Paper presented: 02 c. Paper published: 07 d. OC/RC/ST: 02 e. Workshop: 16
9. To arrange health check up camp	NCC unit arranged health check up camp at Khorepada (Village adopted by NCC unit) on 27 <sup>th</sup> April 2013.
10. To apply for COC courses at UGC	UGC granted two certificate courses a. Food Processing and Preservation b. Information and Communication Technology
11. To conduct 'Jagar Janiwancha' program	Exhibition and guest lectures were arranged on 5 <sup>th</sup> Dec 2012 and 5 <sup>th</sup> Jan 2013.

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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- \*Annexure II Maintaining teachers dairy.
- \*Annexure III Khorepada adoptin of Village

7.4 Contribution to environmental awareness / protection

- Rain water harvesting
- UV water filter
- Energy conservation for Computer Labs.
- UG(B.Com.) students have a compulsory environmental studies as a subject in their curriculum.
- Tree Plantation in Campus & Nearby Campus areas.

7.5 Whether environmental audit was conducted?      Yes                  No

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

**Strengths**

- Beautiful campus facing the seashore.
- Good quality academic programs
- Good library facilities
- Co-operative Staff and Students

**Weakness**

- Inadequate insufficient classroom
- Limited commuting facilities.
- Situated in remote area.

**Opportunities**

- Increase in research activities



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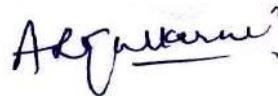
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**8 : Plan of institute for 2013-2014**

- To arrange programmes related to Environmental issues.
- To conduct ISO Audit.
- To arrange guest lectures, workshops and exhibition.
- To arrange intercollegiate competitions.
- To organise blood donation camp.
- To publish college magazine, “Amaranth”.
- To take study tours and industrial visits.
- To apply to UGC for financial assistance to arrange National Level conference on quality related issues.
- To carry activities in village Khorepada adopted under NCC.



IQAC Co-Ordinator



Principal

**Annexure - I**

**Academic Calendar 2012-2013**

11 June 2012	:	Commencement of Term-I 2012-13 Lectures for SY and TY begin Staff Common Meeting
09 June 2012	:	Admission Committee Meeting - F.Y.B.Sc., B.Com. Admissions
13 June 2012	:	Meeting of HOD / IC Commerce Department Meeting Discussion regarding Commerce Activities
26 June 2012	:	SY, TY Practicals begin
04 July 2012	:	Magazine Committee Meeting
06 July 2012	:	Meeting of HOD/IC Budget and other related topics Examination Committee Meeting ISO Committee Meeting
07 July 2012	:	Formation of various Committees
09 July 2012	:	NCC / NSS activities begin Submission of Major/Minor Projects to Mumbai University
10 July 2012	:	Principal's Address
14 July 2012	:	IQAC Meeting, Report writing for 2011-12 & Plans for 2012-13 IT / CS Guest Lecture
20 July 2012 & 21 July 2012	:	Communication Skills Workshop
26 July 2012	:	Guest lecture related to Science
28 July 2012	:	Competitive Examinations Cell activities begin
01 Aug 2012	:	Affiliation proposals process begins
04 Aug 2012	:	ISO Committee Meeting
13 Aug 2012	:	<b>BioSpark</b> Biotech Festival
15 Aug 2012	:	Independence Day Celebrations – NCC, NSS
16 Aug 2012	:	Finalization of <b>Comfest, Chemfest</b>
17 Aug 2012	:	Guest lecture for Commerce
21 Aug 2012	:	Formation of Students' Council and distribution of related work
25 Aug 2012	:	Examination Committee Meeting
24 Aug 2012 to 28 Aug 2012	:	Enrollment of FYBSc / BCom Students
03 Sept. 2012 to 10 Sept. 2012	:	ATKT Examination
05 Sept 2012	:	Teacher's Day Celebrations – Students' Council Celebrations
07 Sept 2012 & 08 Sept 2012	:	<b>Comfest</b>
15 Sept 2012	:	N. B. Mehta Anniversary Celebrations

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- Blood donation – NCC, NSS
- 17 Sept 2012 : Ozone Day, **Chemfest**
- 18 Sept 2012 : Last Teaching Day for FY, SYBSc / BCom
- 24 Sept 2012 to : FY Sem-I, SY Sem-III. Theory Examinations
- 03 Oct 2012
- 05 Oct 2012 to : FY, SY Practical Examinations
- 18 Oct 2012
- 12 Oct 2012 : Last Teaching Day for TY
- 22 – 31 Oct 2012 : Annual Sports Activities
- 30 Oct 2012 : Result Declaration
- 31 Oct 2012 : Term End Meeting
- 01 Nov – : Diwali Vacations
- 21 Nov 2012
- 22 Nov 2012 : College Reopens for Term – II  
Lectures begin
- 23 – 24 Nov 2012 : Life Sciences Guest lecture series
- 29 Nov 2012 to : Additional Exam – Sem I & III
- 06 Dec 2012
- 30 Nov 2012 : Students' Council Meeting
- 01 – 02 Dec 2012 : Workshop related Computer Science and IT
- 06 Dec 2012 : Common Staff Meeting
- 10 Dec 2012 : Sports Activities begin
- 18 Dec 2012 : Cultural Activities
- 21 Dec 2012 : Prize Distribution
- 24 Dec 2012 to : NSS Annual Camp
- 30 Dec 2012
- 25 Dec 2012 to : Christmas Vacations
- 01 Jan 2013
- 02 Jan 2013 : College Reopens
- 03 Jan 2013 : Examination Committee Meeting
- 16 – 22 Jan 2013 : ATKT Examination
- 26 Jan 2013 : Republic Day Activities
- 31 Jan 2013 : Last Teaching Day for TY
- 02 Feb 2013 : Last Teaching Day for FY, SY
- 06 Feb 2013 : ATKT Examination Results
- 01 – 08 Feb 2013 : TYBSc / BCom prelims
- 11 – 28 Feb 2013 : FY / SY Sem. - II & Sem IV Practical Exams
- 04 – 12 Mar 2013 : FY - Sem - I  
SY - Sem – III Theory Examination
- 19 Mar 2013 to : Beyond the Curriculum Activity
- 23 March 2013
- 23 March 2013 : Examination Committee Meeting
- 25 Mar 2013 : Result declaration
- 02 April 2013 : Marksheet distribution
- 02 April 2013 to : TY Classes Bridge Course

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30 April 2013

08 April 2013 : Admissions for SY & TY  
16 April to : Semester II and Semester IV Additional Examination  
23 April 2013  
30 April 2013 : Term End  
Common Staff Meeting

June : 17 days

July : 26 days

Aug : 24 days

Sept : 23 days

Oct : 24 days

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**114 days in Term – I**

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Nov : 14 days

Dec : 20 days

Jan : 25 days

Feb : 11 days

---

**66 days in Term - II**

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**Total 180 days**



**Principal**

## Annexure - II

### Best Practices:(1)

#### Title of the Practice : Maintaining Teacher's Diary:

#### Objectives:

- 1) To enhance Teachers' accountability towards institution and self.
- 2) To develop a tool for documentation at the micro level for individual teachers
- 3) To help record all such activities which teachers performed as duties as well as beyond their stipulated workload.
- 4) The diary provides the Head of the Department as well as the Principal a detail picture of the teacher's classroom activity.
- 5) The Diary pages have a remark column, which the individual teacher is expected to use for jotting down any suggestions, complaints, and grievances necessary to be brought to the notice of the authorities.

**The Context:** The College maintains various records such as daily attendance of students, musters for teachers, individual timetables at the departmental level as well as the College level. Since these are separate records, there was no mechanism to get all the details of an individual teacher's contribution at a glance. There was no mechanism, which could help teachers to record their daily work. The additional duties, which they undertook, such as working in various College committees, conducting extra lectures, counseling students, helping weak students and other such activities were not properly documented. Their contribution would go unrecorded and the teachers felt that such involvement should be noticed and recognized. Hence, the Teacher's Diary was devised and is in use for the past eleven years.

**The Practice:** At the beginning of every year, the individual teacher gets a diary from the College office. The Diary is divided into three parts:

1) Annual/Term wise individual teaching plan, distribution of syllabus, and the individual timetable is appended on the back cover page of the diary. The Mission, Goals and Objectives are printed on the inside of the front cover page that constantly reminds our teachers of their role in the entire working of the College.

2) Actual practicals, classes taken by the teacher ,time, venue, number of students present in the classroom , portion taught and a remarks section where the teacher is free to note down anything worth mentioning from inconvenience in the classroom, exchange of lectures, leave taken, any other significant point...

3) Library record, books borrowed, returned from the library or elsewhere etc.

The Diary is used in the following manner:

1. The Principal issues a notice after every three months/ a stipulated period for submission of diary duly completed. The Head/In charge of the department checks the diary, signs it and sends it to the Principal on the date mentioned. The Principal checks the entries, makes observations where necessary and sends it back to the individual members.

### **Evidence of Success:**

The Diary helps Staff members to maintain a true record of the actual work done such as classes engaged, syllabus completed, extra work done, meetings attended. It helps in communicating problems or other significant issues to the Principal and establishing a dialogue. It helps to maintain a record of student counseling, library visits, inter departmental activities, co-curricular and extracurricular activities, record of leaves taken along with purpose etc.

HoD /IC can keep track of the work done by the departmental colleagues; it helps to monitor planning of work, teaching assignments and syllabus completion, solving problems of all kinds faced during the actual working in laboratories and lecture halls etc.

The diary helps the Principal to maintain a free and fair communication both ways between the staff, head, and take an overview of the work accomplished. The daily attendance provides a picture of the students' as well as the teachers' academic involvement. Problems are sorted out before they escalate and get out of control. The diary is a micro-representation of the entire work carried out during the academic year by every individual member and it helps in maintaining fair and prompt records.

### **Problems Encountered and Resources Required**

**Reluctance of the Teachers:** The most important problem, which we faced initially, was trying to convince the teachers of the relevance and significance of maintaining a diary. They first were a little reluctant to adopt the diary because maintaining the diary meant adopting a transparent attitude towards recording their work. They were also a little apprehensive about filling the diary daily which meant spending some time of their day regularly to write down details about the work done or otherwise in their diary.

**Suspicious about use of information:** The teachers had to be ensured that the details in the diary would be used strictly for enhancing teacher credibility and accountability. At the outset they had to be explained how to make entries in the given columns and how each of them were interrelated.

The resources required for this Best Practice viz. maintaining a Teacher's Diary is a printed diary and the data of teachers' activities.

Notes (optional)

**Annexure - III**

**Best Practices : (2)**

**Title of the Practice: Khorepada Village Adoption**

**Objectives:**

- 1) To develop in students, especially NCC cadets the sense of social responsibility
- 2) To develop strong ties with the local community
- 3) To act as facilitators of medical care and develop health related awareness among the villagers and especially primary school students
- 4) To help in developing connections between the local health services and villagers.
- 5) Enabling other people and institutions who are interested in helping the community, participate in this activity
- 6) Helping primary school teachers deal with issues related to health and hygiene of their students

**The Context:** The College is situated in the remote, tribal belt of the former Thane district that is now changed to Palghar. Majority of our students belong to the tribal communities and come from the economically weak background. Education is the only means of improving their quality of life. It is necessary to impress upon the local community the importance of education at a very young age. Most parents are uneducated or poorly educated. It was necessary to develop a rapport between the local community and the College. It was also important to ensure that students did not quit education at the primary level itself. The health and hygiene concerns had to be addressed. Therefore, we decided to organize an annual health checkup camp in this area.

**The Practice:** In 2011-12, we chose Khorepada village, which is, situated in the interior part of the Jambugaon, Grampanchayat area .It is at a distance of about 11 kms. from our College. The population according to the 2011-2012 census was 257 people, all of which are tribal. The student strength of the local school is about 100 students in the current year. It is difficult to access this region especially in the rainy season. After consulting the primary school teachers and the Panchayat members, we decided to initiate a free health checkup camp for the benefit of all the villagers. We requested the local government health authorities. They very readily sent a team of doctors from Dahanu Cottage Hospital and Primary Health Centre, Gholwad. Usually the village market day is chosen so that the villagers do not have to sacrifice their daily wages for attending the camp. A small canopy is erected at the venue which attracts the villagers. The team of doctors conducts a general health check up and supplies free medicines. In case of complicated cases they refer the patients to district hospitals where they are treated free of cost. Our NCC cadets assist them in checking the patients, maintaining discipline, sending each patient systematically in the queue, helping the patients explain their problems and

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giving them medicines prescribed by the doctors. They feel completely involved in the whole process.

The College distributes biscuit packets, fruits etc. to the primary school students.

This practice, which began in 2011-12, has continued for the past two years and we wish to conduct it in the years to come.

**Evidence of Success:**

Our NCC cadets are eager to participate in this Camp. It gives them the satisfaction of helping the local community solve their health related problems. They become aware of the precautions they themselves should take for developing a healthy life style. They learn how it is necessary to avoid habits, which are hazardous to health.

The Khorepada people await our camp that is usually arranged in the month of April.

**Problems Encountered and Resources Required**

The major problem is that even if we would like to, we are not able to conduct the health camp more frequently. The availability of the team of doctors and other medical staff is a problem because they are very busy in their hospitals. There are a few problems in arranging the camp. The activity requires a lot of planning, liaison among medical team, village authorities and the convenience of the College. With the busy academic schedule, it becomes difficult to find enough time for arranging camps frequently.

The resources required are especially the team of doctors and their free medicine supplies. Good planning and interaction between villagers and college staff is very important. Students have to be transported to the venue. We need to arrange for the food packs and other material that is donated to the schoolchildren. This requires funding which we partly manage through some donations and some financial help from College.

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