YEARLY STATUS REPORT - 2020-2021

Part A
Data of the Institution

1.Name of the Institution	Ramji Assar Vidyalaya's Laxmichand Golwala College of Commerce and Economics
• Name of the Head of the institution	Dr. Sunil Karve
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9820755897
• Mobile no	9820755897
• Registered e-mail	drkarve@gmail.com
• Alternate e-mail	golwalacollege@gmail.com
• Address	Ramji Assar Vidyalaya Campus, M.G. Road, Near Gandhi Market, Ghatkopar East
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400 077
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**	
• Name of the Affiliating University	**University of Mumbai**	
• Name of the IQAC Coordinator	**Ms. Remya George**	
• Phone No.	**9820755897**	
• Alternate phone No.	**9820755897**	
• Mobile	**9820755897**	
• IQAC e-mail address	**drkarve@gmail.com**	
• Alternate Email address	**drkarve@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://laxmichandgolwalacollege.com/wp-content/uploads/2021/07/AQAR-2019-20-1.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/03/1.1.2-AQAR-Academic-Cal.-Link.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.81**	**2016**	**25/05/2016**	**24/05/2021**

6.Date of Establishment of IQAC	**11/07/2016**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of	View File	

IQAC		
9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1.Establishing Helpline and giving emotional counselling to students and stakeholders belonging to deprived sections of society and Smooth transition to online mode of teaching, paper setting, examination and evaluation from the onset of the COVID-19 pandemic. 2.Successful completion of National Service schemes and Department of Lifelong Learning Activities virtually as per guidelines of University of Mumbai 3. International Seminar on the theme of "Work -Life Balance" 4. Virtual organisation of Cultural Programme "Youth Zest" and Sports Competition 5. Organisation of Virtual Induatrial Visit

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

Plan of Action	Achievements/Outcomes
Virtual International Seminar on Work life balance	No. of Students Registered 769, Women Empowerment, Participant learn about Stress Management
Virtual Celebration of Independence Day, Republic Day, Constitutional Day, Swami Vivekanand Jayanti programmes	Patriotism amongst the students
Online Celebration of Aids Awareness Week (Essay writing, Slogan Making, Short film making)	Created Awareness about Aids and its impact
Virtual Session on E- Waste management and E-Waste and other dry waste collection and donation drive	42 Students participated and learn the importance of E-Waste management
Virtual Session on LGBT Rights	98 Students attended the session, learn the concept of Gender Equity
Virtual Session on Cyber Crime and and Cyber Safety	77 Students participated and learn about various aspects of cyber crime and cyber safety
Celebration of Cultural Fest	Students took part in Mehendi, Dance, Poster, Mask making, Photography, Short Form Video, Solo Singing competitions. Total 130 Student participated and performed
Virtual Session on MBA / MMS as a career	100 Students participated and learn about various aspects of MBA / MMS
Virtual Session on Legal Aid in India and the Protection of Children from Sexual Offences (POSCO) Act, 2012	185 Students attended on Zoom and Youtube live. Student able to develop knowledge about Act.
Online Quiz on Commerce Mania	251 Students participated and learn about various concepts of Commerce and Management

Virtual Group Discussion on	22 Students participated and learn various soft skills out of it.
Online Poster Making competition on the theme of	42 Students participated and performed skills in poster making
Virtual Session on	100 Students participated and learn about consumer rights in India
Online Essay writing competition on the theme of	Competition orgnaised in 4 languages and helped students to develop creative writing skills
Virtual Session on	81 Students participated and learn about entrepreneurship skills
Avishkar Research Conclave of University of Mumbai	6 Students participated on various theme. It helped to develop research skills amongst students and teachers
Online Quiz Competition on Financial Literacy	237 Students participated, Students celebrated Financial Literacy week declared by RBI
Virtual Session on	99 Students Participated, and learned about various opportunities available in MPSC and UPSC Exams
Virtual Sports COmpetition	60 Students participated in virtual sports such as Crossword Puzzles, Treasure Hunt, Sudoku etc.
Celebration of International Womens Day	100 Students including Staff participated in the Session
Virtual Industrial Visit	Students of BAF, BMS, BBI, BFM and MCOM were given opportunity to attend Zoom or Live on Youtube.
13.Whether the AQAR was placed before statutory body?	Yes

* Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**21/10/2021**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	**05/02/2022**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **328**

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

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

2.Student

2.1   **2660**

Number of students during the year

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

2.2   **00**

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

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

2.3   **952**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **30**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **00**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**328**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**2660**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**00**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**952**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**30**

File Description	Documents
Data Template	No File Uploaded

13-09-2022 09:07:14

3.2 Number of sanctioned posts during the year	00

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	113.69
4.3 Total number of computers on campus for academic purposes	70

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As College is affiliated by the University of Mumbai has to follow the curriculum prescribed by the University of Mumbai.

a) At the beginning of an academic session, Departmental meetings are held in every Department in which the courses in the syllabus are distributed to the teachers after discussion with them.

b) College provides a well-constructed weekly Routine timetable for each semester for both UG and PG classes.

c) Online Lectures are conducted on the Zoom Platform for students of UG & PG. The College has prepared a proper SOP for conducting Online Lectures, Preparation of Lecture Reports, Assignments, and Weekly Tests. In the beginning of Academic Year and each Semester live Demonstration is been provided to teaching staff about SOP to be followed. SOPs for online lectures for students are also prepared and informed the students to follow the same.

d) Various Online teaching methodology used by the Teachers duringPandemic situation -

Home Assignment, ICT-enabled teaching-learning method, Use of different software's, Use of Scientific models and charts for effective lecture delivery, Distribution of class notes by teachers through Google Classroom , Group discussion amongst the students during the Online class, etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.1.1-Link.pdf

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

The academic calendar is prepared taking into consideration the declared calendar of the affiliating university. This helps the institution to adhere to the schedule of the calendar effectively. The schedule the unit test in each semester is clearly mentioned in the calendar for conduct of Continuous Internal Evaluation. Result analysis is done after every evaluation and Slow and Advanced Learners are identified. Remedial lectures are conducted for those needing additional help.

Examination with its due importance becomes the focus of the activities for the semester. The Examination schedule is prepared by the Examination Committee taking into account the number of working days recommended by the University. Third Year Semester V and Semester VI and the Post graduate examinations timetable are given by the University of Mumbai.

Provision is also made during the planning the academic calendar for conduct of co-curricular activities such as guest lectures and Industrial visits and for extracurricular activities such as extension activities, sports etc.

According to the Academic Calendar, teachers prepare teaching plans, detailed teaching schedules, module-wise /chapter wise. The calendar facilitates proper planning for the entire Academic Year. The dates of practical, Viva-voice, examinations are all mentioned taken as per the University guidelines due to pandemic condition.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.1.2-Link.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

9

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

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

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

5

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

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

345

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

1.3 - Curriculum Enrichment

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

College gives importance to cross-cutting issues such as Gender, Environmental Sustainability, Human Values and Professional Ethics. Although these are covered in curriculum, activities of various committees also contribute to sensitizing students towards crosscutting issues as described below:

1. Gender-related issues are addressed directly or indirectly in courses like Foundation Course. Special Lecture, Poster Making Competition are organised on "Gender Equity".

2. Environment and Sustainability: Courses like Environmental Studies, Foundation course are included in the curriculum. Current problems of global warming, waste management and pollution are covered through case studies

3. Human Values and Professional Ethics: The courses like

Environmental Studies, Communication Skills, Business Communication, Business Ethics, Organizational Behaviour, Business Environment, Ethos in Indian Management and Corporate In addition, conduct of certification courses and human values and ethics help students to understand the importance of the same.

Community Orientation: The College NSS and DLLE team by organising various community awareness programmes tries to create awareness among the people living in the surrounding of the college and also in the adopted village by the NSS unit on various issues like Aids awareness, Andhshraddha , Human rights, Beti Bachao etc.

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

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

30

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

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

2010

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.4.2-Action-Taken-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	[View File](#)

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.4.2-Action-Taken-Report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

856

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

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

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

00

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

2.2 - Catering to Student Diversity

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

I- Identification of advanced and slow learners :

- **Analyzing the entry level marks (Std. XII Board examinations) of students**
- **Assessing the participation of students in regular classes test, assignments.**
- **Analysis the performance of students in Internal Tests and Semester end examinations.**

II. Organizing various activities to raise the attainment level of students:

A. Following measures are taken for advanced learners.

- **To encourage Advance Learners to participate in college and inter-collegiate competitions such as group discussion**

- quizzes and poster making competitions.
- Advanced learners are guided to participate in research activities like the Avishkar Research Convention of the University of Mumbai.
- Students are encouraged to participate in workshops, seminars and Industrial visits are arranged for the students to gain practical Knowledge.
- They also join certificate courses offered by the College.

B. Following measures are taken for slow learners

Measures taken to enhance the performance of slow learners are as follows

- Remedial and Bridge classes are organized for slow learners.
- Departments organize remedial /Revision Classes on difficult topics for slow learner
- Additional Assignments and Solving University Question Papers /Question bank.
- Tutorial for Mathematics and Computer Programs.
- E-links are also suggested to the students to help them gain an in-depth knowledge of the

Subject.

Bilingual explanations and discussions are done in the class.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.2.1-Link-for-Additional-Information-web-Link.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2660	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

online teaching methods are usedvarious student-centric techniques for an effective teaching learning experience and improved learning outcomes for students.

A. Experiential learning:

- Research Projects: Project work is mandatory for all the courses offered at the UG and PG Programs. The students from across departments are made to complete research-based projects on topics related to their syllabi and other areas.
- Industrial visits: college organized online industrial visit and live interaction on working of stock market for Students.

B. Participative learning methodologies:

- Group Discussions: Students are made to participate in group discussion at individual as well in teams where they express their views and opinions on various topics.
- Debate: Debates are organized in various courses to improve public speaking and confidence among students.

C. Problem solving:

- Case study method is adopted in the teaching learning process to create awareness among students in logical thinking and also to develop practical knowledge in problem solving ability.
- Assignments, quizzes, and presentations are conducted to develop logical reasoning and problem solving skills among students in all UG and PG programmers.

D. Departmental Libraries.

- Departments of our college also maintain an online departmental library and make it available to students.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	[NIL]()

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

The colleges provide learning resources to enhance learning experiences the faculty of college use various ICT enabled tools to enhance the quality of teaching-learning like-

1.The college has ICT Enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process.

2. Google classroom, Google Drive being adopted in the teaching process for information exchange and minor evaluation. All study materials and assignments are sent to the students through the Google Classroom streamlined.

3. Important links for E-Content material and sample questions papers on the college website, access to PPTs and video lectures of the teaching faculty are also made available to the students.

4. The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Commerce, Computer, Economics, etc

5. E-books and e-journals available in the library can be accessed by students at any time.

6. Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students.

7. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.

8. Media facilities are used to create video lectures and upload them to appropriate platforms for students to use as extra learning resources Such as YouTube.

9. Teachers share reading materials, short notes, e-books over different media like Google

Classroom, E-Mail, Whats App, etc.

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

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

30

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

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

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

2

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

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

2.4.3.1 - Total experience of full-time teachers

105

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment in the college is transparent, flexible and robust. The college follow the regulations of University of Mumbai for the internal and semester end evaluation process of the theory & practical subjects.

The examination process is transparent and compliant with the University of Mumbai guidelines. Students are informed about the examination process through orientation programs in the first year. During the year 2020-21, due to Pandemic the internal assessment evaluation has been carried as follows.

- Time Table for internal examination is displayed on the college website adequately in advance.
- For internal examination the syllabus is informed well in advance to students by concern subject teacher.
- During the year 2020-21, due to Pandemic the internal assessment evaluation as well as external evaluation have been carried out in an online manner. The teachers have taken assessments on Google Dive, Google Classrooms. Presentations have also been taken through zoom wherever applicable.
- Online Counseling sessions for online examination have been conducted for both internal and external examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.5.1-Link-for-Additional-Information.pdf

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

The college is Affiliated to university of Mumbai therefore it follows the guidelines set by the University for the conduct of examinations.

The college has evolved a mechanism for redressal of grievances related to internal and external evaluation is as follows:

Efficiency in resolving grievances related to examination:

- The time-tables of all examinations are displayed on the College website.
- The time tables are displayed well in advance to give adequate preparation time for the students.

- Transparency in resolving grievances related to examination:
- Unfair means: If a student is caught using unfair means during the examination, the college has in place an unfair means enquiry committee of senior teaching staff members to look into the matter.

Redressal of grievances at college level:

- The Institute appoints a Senior Supervisor for smooth conduction of examinations of the college If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the university. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by the examination committee.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.5.2-Link-for-Additional-Information.pdf

2.6 - Student Performance and Learning Outcomes

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

The following programmes are offered by our college:

B.Com, B.com in specialty Programs including B.com in (Accounting & Finance), B.com in (Banking & Insurance), B.com in (Financial Market), B Com in Business Management studies (BMS) B com in (Investment Management), B.com in (Transport Management) and Post Graduate programin Accountancy and Banking & Finance.

The students are informed about the Program outcomes, program specific outcomes and course outcomes for all programs offered by

the collegein the orientation program organized in the beginning of every academic year. The Principal while addressing the students and parents communicates the vision, mission and core values of the college.

The outcome, specific outcome and course outcome are prepared keeping in mind the core values of the collegesuch as an atmosphere of academic excellence, innovation and promoting human values.

Teachers communicate the outcomes of each course to the students for better understanding of students.

students Specific Outcomes are evaluated through semester end examinations conducted by the College as per university rules and guidelines of University. In addition to examinations, various activities, workshops, seminars, group discussions and competitions are also organized catering to the achievement of these outcomes.

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

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

The College regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes

Direct Method :

This method display the student's knowledge and skills from their performance in the continuous internal assessment tests, semester examinations and supporting activities such as seminars,

assignments, case study, group discussion, online quiz, mini project etc., These methods provide a sampling of what students know or can do and provide strong evidence of student learning.

Average attainment in Evaluation Process: Students under university examination are evaluated for 75% of total marks for self-finance programs and college internal Examination 25% marks as an internal assessment.

Indirect Methods:

Besides the college examinations, indirect assessment tools such as surveys and feedback by students, graduating, alumni, and placement records are also carried out. placement also provide reviews about the overall students' performance, their strengths and weaknesses in order to enhance their employability skills Continuous Internal Evaluation techniques monitor student progress through tests, assignments, presentations, projects, etc. (wherever applicable)

The frequencies of conducting the various surveys/feedback are as follows:

1. Student's feedback:

2. Students progression

3. Alumni feedback:

4. Placement record:

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2021/12/Program-Course-Outcome-.pdf

2.6.3 - Pass percentage of Students during the year

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

the year

885

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.6.3-Web-Link.pdf

2.7 - Student Satisfaction Survey

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

http://laxmichandgolwalacollege.com/wp-content/uploads/2021/09/STUDENTS-SATISFACTION-SURVEY-REPORT-2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

00

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

3.2 - Innovation Ecosystem

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

The college has taken various initiatives to create an interest in research and to transfer knowledge among students and faculty. Students of the college are encouraged to participate in research activities like 'Avishkar', a research competition organised by University of Mumbai every year.

College publishes its annual magazine named 'Mirror' in which students contribute their articles on various topics and issues. 'Mirror' provides a platform for students to express their thoughts and creations. College provides special coaching for the students who seek to appear for competitive examinations like, IBPS, CMA, MMS, MBA, police and army recruitment and staff selection board by arranging expert and guest lectures.

Entrepreneur cell of the college has organised online counselling

lecture/ guidance lecture on Start Ups was conducted on 12th March 2021. The Guest speaker of this session was Ms. Sarita Singh who is a baker & founder at 'The Dessert Chowk'. The objective of conducting this event was to give our students a real-life example of an entrepreneur and give students a direction on how they can start their own venture.

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

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

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

2

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

3.3 - Research Publications and Awards

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

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

00

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

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college has made contribution to society and environment by carrying out various extension activities under NSS and DLLE units.

- **National Service Scheme (NSS)**

- **RRC Activities –**

Celebration of AIDS Awareness Week from 1st Dec, to 10th Dec, 2020 with conducting AIDS Awareness activities like poster making competition, essay writing competition, slogan making competition, short film making competition etc.

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- **Jointly with Gokul Vraj Foundation and BMC, NSS Unit had organized online special lecture on "E- Waste Management" on 24th Jan., 2021 and physically "E-waste and other dry waste collection and donation drive" from 23rd Jan to 31st Jan. 2021 with followed by COVID-19 Protocol.**
- **On 13th Feb. 2021 an expert lecture was organized on "Cyber Crime and Cyber Safety".**
- **Virtual Tour: "Mission Compassion 2021" webinar was organised by NSS unit in association with Outreach NGO on 26th Feb. 2021.**
- **NSS volunteers had also participated in university level and inter collegiate programs.**

  - **Department of Lifelong Learning and Extension (DLLE)**

  - **It had organized special sessions on career projects for provide guidance to them such as**

1. **Procedure of Income Tax Return File,**
2. **Pursuing MBA/ MMS as a career**
3. **Preparation of CMA, Competitive examination etc.**

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

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

13

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1697

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

3.5 - Collaboration

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

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College always strive to provide quality education the students. Keeping this in mind the college has updated various infrastructure facilities within the college premises.

The College has spacious classrooms. All specialty courses are conducted in ICT enabled class rooms equipped with multimedia projectors. College has spacious seminar hall, well equipped library with e-learning facility.

Library Facility: Library is Partially automated with Text Books & Reference Books

Examination facilities:

The institute has an examination control room and OSM facility incorporated in Computers. Other facilities are as follows:

- Computer with webcam (to download University question papers)
- CCTV
- Photocopier Machine
- Xerox Machine
- Printer
- Scanner
- Generator

Library:

The college has spacious Library is with a seating capacity available for students. The library is fully equipped with Internet by LAN and Wi-Fi. Library has sufficient number of hard and soft copy of learning material and enhancement of teaching learning experience.

Equipment:

The college has Xerox machines, Printers, Scanner / Printer, Laptops andCopier Machine.

Other Facilities:

- Each floor and the surrounding premises of the college are installed with adequate fire safety devices and First aid boxes

Canteen:

Hygienic canteen is available within the campus, offering food at reasonable rates.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/4.1.1link.pdf

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

The College offers ample facilities for sports and games. Expert training is provided in various sports events such as Basketball, Kho-Kho, Yoga, Table Tennis, Badminton, Kabaddi, Volleyball.

Cultural:

Cultural Committees, Marathi Vangmay Mandal are the few examples, who take continuous participation in enriching cultural activities and inculcating in the mind of the students. There committees conduct variousactivities wherein there is an active participation by students.

Sports:

The College sports committee encourages students to participate in events at Intra-Collegiate, Inter-Collegiate level. It strives to imprint the importance of physical fitness on the minds of students by conducting practice sessions regularly.

Indoor:

College conducts indoor games in Gymkhana premises. College has sufficient equipment for conducting indoor activities.

Outdoor:

College has its own ground for conducting outdoor games. Students are provided sports equipment like Badminton Rackets, Cricket Bats, and Balls etc. for practice.

Sports Equipment's:

For practicing different sports, various sports equipment's are available in gymkhana.

Gymnasium:

The college has gymkhana for fitness, regular exercise and practice of indoor games for students

Yoga:

The college uses space available in hall for Yoga Sessions.

(Due to Covid-19, activities related to sports and cultural were conducted virtual)

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

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

37

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/4.1.3data-template-link.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

198.69

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

4.2 - Library as a Learning Resource

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

Our College library is the key resource of information for the academic community. It was established along with the College in 2009.

Library is being partially automated using E - Granthalaya 3.0 version installed in the year of 2014 with bar-coded and circulation activities were managed through the software. Users can search the books in the library's collection.

Following are the details of the ILMS:

Name of the ILMS Software

Nature of Automation (Fully or Partially)

Version

Year of Automation

E-Granthalaya

Partially

3.0

2016

E-Granthalaya

Partially

3.0

2017

The library contains books and periodicals pertaining to the courses of studies and also of general interest. Besides the reference section, special facilities are available for the home issue of library books.

The various aspects of the library has been integrated and digitalized within E-Granthalaya, This software is useful for automation of in house activities of libraries.

E – Contents:

Students have been provided with E-Content (Reference Books and Notes in form of PDF and PPT) by respective subject teachers for their reference.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   D. Any 1 of the above

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

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

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

0.005

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Internet:

The College have 50 Mbps shared Campus Broadband connection.

Computers

The Institute currently has 70 computers hosted in a domain. These computers have been steadily upgraded either by bringing in new devices or by upgrading RAM.

Software

The College uses open source software. However, with respect to

admission process college has been using Google Form. Also for generating Mid Term and Annual Results of students college uses RESO INFICARE SOFTWARE.

Laptops

The College promotes the use of ICT in the process of Teaching-Learning. College has sufficient numbers of laptop for teaching learning process.

Examination

The exam room has a dedicated webcam fitted computer for downloading University question papers, amounted CCTV which covers the entire room. Examination room have all required equipments.

Office

All the office staffs have dedicated internet enabled computers and have printers on a sharing basis. For official work there is one scanner in the office. Tally Software is used in the office for accounts purpose.

Website

The college has an active website with its own domain name. The website is dynamic and displays the latest notifications promptly.

CCTV

Whole college campus (Classrooms, Staffroom, Corridor etc.) is fully equipped with CCTV Camera system.

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

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

50.83

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

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

Infrastructure facility: Infrastructural facilities are maintained centrally by the allotted person who includes plumbers, electrician and carpenter.

Optimum utilization of infrastructural facilities: optimum

utilization of class rooms, computer labs and seminar hall are ensured by allocation time table for each department, committee, and entry is to be made in register.

Computers, IT, Equipment's and Software: Repairing and maintenance of computers IT, equipment's and software are conducted before commencement of semester examination under the supervision of IT In-charge.

Annual Maintenance contracts (AMC): Repairing and maintenance of following facilities are ensured through annual maintenance contracts (AMC) with all required suppliers

Health and Hygiene: Housekeeping staff is appointed to maintain cleanliness and hygiene conditions including of seminar hall, computer labs, office rooms library, corridors, wash rooms and parking space water tank etc.

Library: college ensures effective utilization and maintenance of library through institute level library committee. It keeps track on new books requirements; renewal and subscription of journals, IT facilities of library are maintained by lab assistants.

Sports Equipment's and facilities: Institutes appointed one teacher as sports in-charge to take care of sports equipment's, facilities and regular sports.

Internet facility: Institute is provided internet facility through Wi-Fi.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

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373

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

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/5.1.3-link.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

414

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

414

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

27

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

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

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

00

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

00

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

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

Students' council is constituted as per the University norms every year through a properly set procedure. It works for the benefit of the students throughout the year & pursues several activities

within & outside the college campus.

This year Students' Council has not formed in the college because of the circular issued by University of Mumbai dated 20th August, 2019. Even though students' council was not formed, the college had selected few representatives from each class. Several online and offline activities were conducted in the college with the help & support of these representatives.

Following is the list of activities conducted in college for the year 2020 - 21:

- ○ ONLINE CULTURAL ACTIVITIES:

- The main cultural event "YOUTH ZEST" was online celebrated from 22nd March 2021 to 26th March, 2021. This function included many online events such as Mehndi Competition, Solo singing Competition, Best out of waste competition, Poster making competition, Mask painting competition, Photography competition, Dance Competition, and & Mr. & Miss. Youth Zest etc.

- ○ VIRTUAL SPORTS COMPETITIONS WERE CONDUCTED ON 26TH MARCH, 2021 :

- Virtual Sports Competition on Crossword Puzzles
- Virtual Sports Competition on Treasure Hunt
- Virtual Sports Competition on Sudoku

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

22

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

5.4 - Alumni Engagement

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

The "MILAN' Alumni association for R.A.V's, Laxmichand Golwala College of Commerce & Economics, M.G. Road, Ghatkopar East, Mumbai – 400077, has been registered dated 4th February, 2020, registration no. 323/2020 under the "Societies Registration Act, 1860". The main purpose of formation of this association is the attachment of under-graduate & post-graduate passed out students with the college development and growth.

The "MILAN ALUMNI ASSOCIATION" is the non-profit association willingly doing various activities for the present students of the college and sharing their experiences with the students and teachers. The important activities are conducting guest lectures, workshops, seminars and cultural activities. They are part of CDC and IQAC committee of the college.

This is a newly formed association. All the members of the management committee, teachers & alumni students are taking efforts to make this association strong and powerful.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2021/04/REPORT-OF-ALUMNI-ASSOCIATION.pdf
Upload any additional information	[View File](#)

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the College is in accordance with the vision and mission statement reflecting the goals and objectives of the College. The College strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. Besides economic self-reliance, emphasis is also placed on providing girl students with valuable skills through Women Development Cell. Moral values of responsibility, leadership and social empathy are inculcated among the students through various programmes conducted by the NSS and DLLE. In recent times, the College has specially upgraded itself to take up the challenge of online teaching and e-learning is being effectively carried out with the help of virtual platform dedicated to meeting the needs of complete knowledge sharing. The teaching faculty is actively involved in promoting a holistic education for the students manifest in the leadership provided by them in committees, Departments and in the organization of various activities and also by the participation of representative members in the Governing Body of the College. The proactive leadership of the Principal and Management ensures the fulfillment of the vision and mission.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/vision-mission/
Upload any additional information	No File Uploaded

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

Participative Management:

The top Management of the College in consultation with the Principal provides leadership in all academic and College practices. The Principal co-ordinates on all academic matters through the Heads of Departments. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the IQAC and CDC of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making.

Decentralised Management

College and University Examinations are conducted in the College through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, Chairperson for Examination Committee is appointed and they are responsible for the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is co-ordinated by the Principal.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been using ICT for teaching learning purposes especially in Covid-19 Period of Lockdown. College has taken initiative of teaching online using zoom version, as and when required license version was also purchased.

The college has been quick to adapt to online teaching during the pandemic and subsequent lockdown. Online training programmes for both teachers and students were organised with Zoom App and Google Classroom. Training provided to them with the virtual platform for live classroom teaching. Several options available in Zoom are Whiteboard, Easy scheduling of classes, Screen sharing facility etc.

Principal constitutes various committees to monitor these strategic points. All the committee coordinators and Heads of the department prepare plans for the academic year in the beginning and submit to the Principal. Principal and IQAC members prepare and monitor the perspective plan and Academic Calendar so that different activities are carried out throughout the year. The strategic plan has been developed by a Committee constituted by the Principal. One of the plans was to increase the use of the Information and Communication Technology (ICT) in teaching, learning, evaluation and other aspects of the college functioning.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

The institution has various bodies for smooth execution of work.

GOVERNING BODY:

The Governing Body as per the Constitution and Agreement Deed is in operation.

ADMINISTRATIVE SET UP:

The Principal is vested with the day to day running of the College. The Principal along with the IQAC Coordinator, Departmental Heads, the Teachers, the Librarian as well as conveners of various Committees coordinates the entire work process of the college.

SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES

The recruitment rules for the Teaching staff and Non-teaching staff are as per the University Guidelines and eligibility criteria prescribed by the UGC. Because of Covid-19 Pandemic situation College have not given advertisement in the newspaper.

THE FUNCTIONS OF VARIOUS COMMITTEES :

Research Committee is in place. The Library Committee assists and advice regarding the formulation of library policies. There are different committees which aim to deliver to the society in numerous ways like NSS, Department of Life Long learning and Scholarship Committee etc. Besides there are some Committees like Magazine, WDC set up for the holistic development of the girl students. The Cultural Committee of the college is responsible for all the intra and inter-collegiate cultural events.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/6.2.2-ORGANOGRAM.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The College undertakes various welfare activities for both the teaching as well as non-teaching staffs.

Teaching Staff:

'On duty leaves' are given to the teaching staffs for attending Conference, Seminar, Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences. The College often funds the registration fee for the faculties who present papers in seminars and conferences.

Non-Teaching staff:

Specialised training for soft skills is provided. The non-teaching staff is encouraged and motivated for further higher education.

The Grievance redressal mechanism is there for all staffs.

Teaching staff are encouraged to register for higher education and Ph.D. as well as Faculty Improvement Programme. First aid boxes are available in office. Early salary payments during festivals are credited well in advance. Achievements of staff members are

applauded and appreciated The college facilitates effective delivery of accounts-related matters to its employees. College provides a healthy and clean work environment conducive for enhancing productivity at work.

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

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

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

00

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

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

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

2

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

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

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

2

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

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

The Principal monitors and evaluates the performance of all staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers

subject wise.

The college has a systematic Performance Appraisal system giving weightage to multiple activities performed inside and outside the campus in various fields. Teachers submit their Academic appraisal filled form which is reviewed by Principal. The Principal strengthens the positive suggestions and suggests improvement measures to overcome the weakness.

The feedback received after any programme, academic or extracurricular, (Like Workshops) is also discussed with the teacher incharge and suggestions for improvement are given by the Principal. Beside all above mentioned evaluation systems, teachers have to prepare Teaching Plan and also needs to submit Syllabus completion Report. For the evaluation of the non-teaching staff, college designed daily reporting which is regularly verified by authorities.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external audit on a continuous basis by the appointed auditors. The Internal audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by the Ramji Assar Vidyalaya Committee. Statutory audit is completed on time every year.

The proposed budget allocation is prepared by the Principal and approval is sought from College Development Committee members in the month of February for the next academic year and submitted to the management for approval and expenditure is done accordingly. Monthly statements, Quarterly Statement are maintained and annual reports are prepared for accounts purpose and submitted to the management after certification from Auditor.

The financial statement of the college including books of accounts, vouchers, statements etc. are audited by the external auditor. All accounts are audited every year on a regular basis.

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

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

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

00

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

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

The College always ensures that the funds are collected on timely basis and are utilized in the best possible way by restricting to budgeted expenditure. The main sources of receipts are fees collected from students, interest on fixed deposits etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notices, text messages and Emails.

A budget is prepared for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny keeping confidentiality. All the expenditures are checked and approved by Principal. Internal checks and controls are very much in place which ensures transparency in financial

resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

The funds are utilised for approved academic and administrative expenses. Funds are also utilised for organising student activities, seminars and workshops. Salary of teaching and non-teaching staff.

For day to day petty cash accounts are maintained. Bank passbooks are updated regularly.

File Description	Documents
Paste link for additional information	[NIL]()
Upload any additional information	[View File]()

6.5 - Internal Quality Assurance System

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

The vision of the institution is to impart, promote and spread holistic education among the students to make them self-reliant and responsible members of the community. With this vision before us, the IQAC has focused on various Activities and Programmes and workshops particularly for the students. These programmes have tried to address the variety of challenges faced by the students coming from multicultural backgrounds and from different strata of the society. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. These Programmes have indeed contributed to the holistic development of the students. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits. Another such initiative of the IQAC is the introduction of Gender

Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues.

Upload any additional information: Quality Initiative of IQAC

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

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

IQAC plays an instrumental role in enhancing the quality of the academic and co-curricular endeavors of the College in keeping with its vision and mission. IQAC achieves this through mainly two practices, viz.,

1. Conducting regular meeting of Departments, Committees wherein SWOC Analysis of their performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on the audit, the IQAC gives constructive feedback to the Departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

2. Collecting feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. This helps in obtaining an unbiased and honest opinion about the institutional performance especially in academics. Student feedback of teachers is conducted regularly. A careful analysis of the feedback received is done and communicated to the teachers to enable them to enhance their teaching skills and their relationship with the students.

Successful implementation ofabove two practices, IQAC, post accreditation, has been able to develop a system for conscious, consistent and catalytic action to bring about reforms in teaching-

learning process, structure, methodologies and learning outcomes.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/6.5.3-ANNUAL-REPORT-2020-21-Weblink.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity initiatives are undertaken, and students are sensitized through the organization of special lectures and various functions. The following are specific initiatives in key areas:

- Security and safety

High-Tech Surveillance System: CCTV cameras are strategically placed throughout the college campus to monitor activity. E-surveillance with high-resolution cameras available both during the day and at night. All entrances and exits, as well as all campus areas, are monitored by CCTV cameras.

- Security personnel: To ensure secure enrollment, the College has strong security personnel deployed throughout the campus. All entrances to campus are controlled by checking an ID Card/Photo ID Card at the gate. All covid protocol are been followed, in all gate's banners are displayed No Mask No Entry. Nobody is allowed to enter without proper mask. At entrance and at various places across campus sanitizer are been kept. Everyone is instructed to wash hands and use sanitizer

Common Restroom: The college has provided separate washrooms for boys and girls. Water is available 24 hours a day, seven days a week, with proper ventilation in the restroom. A separate girls' common room has been created with amenities such as a rest area, changing room, sanitary pad vending machine.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.1.1.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

The following wastes are being disposed by the college:

Solid Waste Management Dustbins are been placed at various locations across the campus. Separate dustbins are placed for Wet, Dry Waste. Students are instructed to follow cleanliness. Solid waste collected in dustbin entire day are been collected by garbage department of BMC. Regularly Garbage has been collected from campus.

Liquid Waste Management- The waste water is carried out through the pipeline. This system is made by the BMC of the state government.

Biomedical Waste Management- There is no biomedical waste management system in the college.

E-waste Management- IQAC in collaboration with NSS unit of the college and BMC had organized "E-waste and other dry waste collection and donation drive" from 23rd Jan to 31st Jan. 2021 with followed the COVID-19 Protocol. Total 240 kg waste from their home and surrounding neighboring areas.

Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

The e-medical Waste Management- There is no e-medical waste management system in the college. Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **C. Any 2 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the   **E. None of the above**

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

B. Any 3 of the above

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

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

College is undertaking various initiatives in the form of

celebration of days of Eminent personalities National Festivals, IQAC, NSS, DLLE and various committees organizes activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment, these functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities

Republic Day and Independence Day - Two important national festivals, Republic Day and Independence Day are celebrated every year by the parent body Ramji Assar for all institutions under it. All teaching, non-teaching staff and students participate for the cause of nation. The inspiring speeches are conducted. Due to covid restrictions and lockdown all activities were conducted online. Link for Independence Day and Republic Day was conducted in online platform zoom and it was given live in YouTube.

- Youth Zest -Cultural fest for the students was been organized in online mode, various events like dance, singing, photography, short video making competition was organized

- International Women's Day- Online google Quiz was conducted on behalf of International Women's Day. Celebration of the day was been conducted in zoom platform with various online events

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

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

The college curriculum includes in various programs in courses like Foundation Course, Business Ethics topics include Introduction to Constitution of India, Ethics, Practical Ethics, Value Education, Philosophy of Human Rights.

Here in various topics students learn about the importance of human values, duties, responsibility, rights and duties as a citizen

The College, Parent Body hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The institution encourages participation of students in Sports and NSS at National level to strengthen nationwide bond and relation.

The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/ Debates activities. The institution has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.1.9.pdf
Any other relevant information	NIL

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

C. Any 2 of the above

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

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

College celebrates/ organizes national and international commemorative days, events and festivals.

National festivals play an important role in planting seed of Nationalism and Patriotism among people of India.

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

Swami Vivekanda Jayanti – Online Quiz and various other

competitions where organized on celebration of Swami Vivekananda Jayanti

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

7.2 - Best Practices

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

Best Practice-01

- **Title: Continuous Onlinelearning during COVID**
- **The Context:June 2020 to May 2021**
- **The Practice:Admission process, counselling,examination was conducted in online mode.**
- **The Evidence of Success:Improvement ofPass percentage of students, more proficient in virtual learning platforms.**
- **Problems encountered and resources required: Limitedaccess to smartphone, laptop and internet is limited. Financial assistance would enable them to access the e learning process.**

Best Practice-02

- **Title: Improving Teaching – Learning Process in Online Mode**
- **Goal:**

-To ensure the completion of syllabus with effective understanding of the students, teaching learning process has been made technology supported

- **The context:**

-It is the need of the hour to shift institution to innovative and recent tools of teaching to keep pace with the changing scenario of online teaching-learning process in the academics.

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The practices:

-Time table and SOP for conduction of Online Lectures and use of IT facilities

Evidence of Success:

-Teachers have successfully taken online lectures by using all online sources available

- Study material & E-resources are uploaded in the google classroom and email id of students

Problems encountered and Resources required:

-Development of techno-based teaching material has been hindered due to absence of technical expertise.

File Description	Documents
Best practices in the Institutional website	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.2.1.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

Goal:

To achieve the vision of the college i. e. to uplift students from poor Socio-economic

To ensure social equity of students residing in vicinity of college by providing them financial assistance and concession.

To motivate the student to reduce drop out ratio.

Fees Installment System

Students are given details of payment of fees in three installments. Admission committee members, mentor counsel students about college providing with the facility of payment of fees in installments. So the burden of payment of full fees together at a time doesn't arrive. Flexibility of payment of fees was allowed for students in all UG and PG Programs

Helps a student to focus on his goals:

The students can focus on his goals if he is freedom from all kinds of financial burdens and tensions. He can now work hard and sincerely walk towards his goals.

Fees Structure as per university

The College follows University norms in fees structure. The College at the beginning of the admission defines the fee structure of the college. Once it gets confirmation from the management, it is applied for that academic year. This also helps the institute to manage the annual budget.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As College is affiliated by the University of Mumbai has to follow the curriculum prescribed by the University of Mumbai.

a) At the beginning of an academic session, Departmental meetings are held in every Department in which the courses in the syllabus are distributed to the teachers after discussion with them.

b) College provides a well-constructed weekly Routine timetable for each semester for both UG and PG classes.

c) Online Lectures are conducted on the Zoom Platform for students of UG & PG. The College has prepared a proper SOP for conducting Online Lectures, Preparation of Lecture Reports, Assignments, and Weekly Tests. In the beginning of Academic Year and each Semester live Demonstration is been provided to teaching staff about SOP to be followed. SOPs for online lectures for students are also prepared and informed the students to follow the same.

d) Various Online teaching methodology used by the Teachers duringPandemic situation -

Home Assignment, ICT-enabled teaching-learning method, Use of different software's, Use of Scientific models and charts for effective lecture delivery, Distribution of class notes by teachers through Google Classroom , Group discussion amongst the students during the Online class, etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.1.1-Link.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

The academic calendar is prepared taking into consideration the declared calendar of the affiliating university. This helps the institution to adhere to the schedule of the calendar effectively. The schedule the unit test in each semester is clearly mentioned in the calendar for conduct of Continuous Internal Evaluation. Result analysis is done after every evaluation and Slow and Advanced Learners are identified. Remedial lectures are conducted for those needing additional help.

Examination with its due importance becomes the focus of the activities for the semester. The Examination schedule is prepared by the Examination Committee taking into account the number of working days recommended by the University. Third Year Semester V and Semester VI and the Post graduate examinations timetable are given by the University of Mumbai.

Provision is also made during the planning the academic calendar for conduct of co-curricular activities such as guest lectures and Industrial visits and for extracurricular activities such as extension activities, sports etc.

According to the Academic Calendar, teachers prepare teaching plans, detailed teaching schedules, module-wise /chapter wise. The calendar facilitates proper planning for the entire Academic Year. The dates of practical, Viva-voice, examinations are all mentioned taken as per the University guidelines due to pandemic condition.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.1.2-Link.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University	C. Any 2 of the above

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

9

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

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

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

5

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

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

345

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

1.3 - Curriculum Enrichment

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

College gives importance to cross-cutting issues such as Gender, Environmental Sustainability, Human Values and Professional Ethics. Although these are covered in curriculum, activities of various committees also contribute to sensitizing students towards crosscutting issues as described below:

1. Gender-related issues are addressed directly or indirectly in courses like Foundation Course. Special Lecture, Poster Making Competition are organised on "Gender Equity".

2. Environment and Sustainability: Courses like Environmental Studies, Foundation course are included in the curriculum. Current problems of global warming, waste management and pollution are covered through case studies

3. Human Values and Professional Ethics: The courses like Environmental Studies, Communication Skills, Business Communication, Business Ethics, Organizational Behaviour, Business Environment, Ethos in Indian Management and Corporate In addition, conduct of certification courses and human values and ethics help students to understand the importance of the same.

Community Orientation: The College NSS and DLLE team by organising various community awareness programmes tries to create awareness among the people living in the surrounding of the college and also in the adopted village by the NSS unit on various issues like Aids awareness, Andhshraddha , Human rights, Beti Bachao etc.

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

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

30

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

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

2010

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	**A. All of the above**

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.4.2-Action-Taken-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/1.4.2-Action-Taken-Report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

856

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

`00`

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

2.2 - Catering to Student Diversity

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

I- Identification of advanced and slow learners :

- **Analyzing the entry level marks (Std. XII Board examinations) of students**
- **Assessing the participation of students in regular classes test, assignments.**
- **Analysis the performance of students in Internal Tests and Semester end examinations.**

II. Organizing various activities to raise the attainment level of students:

A. Following measures are taken for advanced learners.

- **To encourage Advance Learners to participate in college and inter-collegiate competitions such as group discussion quizzes and poster making competitions.**
- **Advanced learners are guided to participate in research activities like the Avishkar Research Convention of the University of Mumbai.**
- **Students are encouraged to participate in workshops, seminars and Industrial visits are arranged for the students to gain practical Knowledge.**
- **They also join certificate courses offered by the College.**

B. Following measures are taken for slow learners

Measures taken to enhance the performance of slow learners are as follows

- **Remedial and Bridge classes are organized for slow learners.**
- **Departments organize remedial /Revision Classes on difficult topics for slow learner**
- **Additional Assignments and Solving University Question Papers /Question bank.**
- **Tutorial for Mathematics and Computer Programs.**
- **E-links are also suggested to the students to help them gain an in-depth knowledge of the**

Subject.

Bilingual explanations and discussions are done in the class.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.2.1-Link-for-Additional-Information-web-Link.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2660	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

online teaching methods are usedvarious student-centric techniques for an effective teaching learning experience and improved learning outcomes for students.

A. Experiential learning:

- **Research Projects: Project work is mandatory for all the courses offered at the UG and PG Programs. The students from across departments are made to complete research-based projects on topics related to their syllabi and other areas.**
- **Industrial visits: college organized online industrial visit and live interaction on working of stock market for Students.**

B. Participative learning methodologies:

- **Group Discussions: Students are made to participate in group discussion at individual as well in teams where they express their views and opinions on various topics.**
- **Debate: Debates are organized in various courses to improve public speaking and confidence among students.**

C. Problem solving:

- **Case study method is adopted in the teaching learning process to create awareness among students in logical thinking and also to develop practical knowledge in problem solving ability.**
- **Assignments, quizzes, and presentations are conducted to develop logical reasoning and problem solving skills among students in all UG and PG programmers.**

D. Departmental Libraries.

- **Departments of our college also maintain an online departmental library and make it available to students.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NIL](#)

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

The colleges provide learning resources to enhance learning experiences the faculty of college use various ICT enabled

tools to enhance the quality of teaching-learning like-

1. The college has ICT Enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process.

2. Google classroom, Google Drive being adopted in the teaching process for information exchange and minor evaluation. All study materials and assignments are sent to the students through the Google Classroom streamlined.

3. Important links for E-Content material and sample questions papers on the college website, access to PPTs and video lectures of the teaching faculty are also made available to the students.

4. The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Commerce, Computer, Economics, etc

5. E-books and e-journals available in the library can be accessed by students at any time.

6. Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students.

7. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.

8. Media facilities are used to create video lectures and upload them to appropriate platforms for students to use as extra learning resources Such as YouTube.

9. Teachers share reading materials, short notes, e-books over different media like Google

Classroom, E-Mail, Whats App, etc.

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

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

30

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

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

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

2

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

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

2.4.3.1 - Total experience of full-time teachers

105

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment in the college is transparent, flexible and robust. The college follow the regulations of University of Mumbai for the internal and semester end evaluation process of the theory & practical subjects.

The examination process is transparent and compliant with the University of Mumbai guidelines. Students are informed about the examination process through orientation programs in the first year. During the year 2020-21, due to Pandemic the internal assessment evaluation has been carried as follows.

- **Time Table for internal examination is displayed on the college website adequately in advance.**
- **For internal examination the syllabus is informed well in advance to students by concern subject teacher.**

- **During the year 2020-21, due to Pandemic the internal assessment evaluation as well external evaluation have been carried out in an online manner. The teachers have taken assessments on Google Dive, Google Classrooms. Presentations have also been taken through zoom wherever applicable.**
- **Online Counseling sessions for online examination have been conducted for both internal and external examination.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.5.1-Link-for-Additional-Information.pdf

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

The college is Affiliated to university of Mumbai therefore it follows the guidelines set by the University for the conduct of examinations.

The college has evolved a mechanism for redressal of grievances related to internal and external evaluation is as follows:

Efficiency in resolving grievances related to examination:

- **The time-tables of all examinations are displayed on the College website.**
- **The time tables are displayed well in advance to give adequate preparation time for the students.**

- **Transparency in resolving grievances related to examination:**
- **Unfair means: If a student is caught using unfair means during the examination, the college has in place an unfair means enquiry committee of senior teaching staff members to look into the matter.**

Redressal of grievances at college level:

- **The Institute appoints a Senior Supervisor for smooth conduction of examinations of the college If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the university. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by the examination committee.**

File Description	Documents
Any additional information	[View File]()
Link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.5.2-Link-for-Additional-Information.pdf

2.6 - Student Performance and Learning Outcomes

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

The following programmes are offered by our college:

B.Com, B.com in specialty Programs including B.com in (Accounting & Finance), B.com in (Banking & Insurance), B.com in (Financial Market), B Com in Business Management studies (BMS) B com in (Investment Management), B.com in (Transport Management) and Post Graduate programin Accountancy and Banking & Finance.

The students are informed about the Program outcomes, program specific outcomes and course outcomes for all programs offered by the collegein the orientation program organized in the beginning of every academic year. The Principal while addressing the students and parents communicates the vision, mission and core values of the college.

The outcome, specific outcome and course outcome are prepared keeping in mind the core values of the collegesuch as an atmosphere of academic excellence, innovation and promoting human values.

Teachers communicate the outcomes of each course to the

students for better understanding of students.

students Specific Outcomes are evaluated through semester end examinations conducted by the College as per university rules and guidelines of University. In addition to examinations, various activities, workshops, seminars, group discussions and competitions are also organized catering to the achievement of these outcomes.

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

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

The College regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes

Direct Method :

This method display the student's knowledge and skills from their performance in the continuous internal assessment tests, semester examinations and supporting activities such as seminars, assignments, case study, group discussion, online quiz, mini project etc., These methods provide a sampling of what students know or can do and provide strong evidence of student learning.

Average attainment in Evaluation Process: Students under university examination are evaluated for 75% of total marks for self-finance programs and college internal Examination 25% marks as an internal assessment.

Indirect Methods:

Besides the college examinations, indirect assessment tools such as surveys and feedback by students, graduating, alumni, and placement records are also carried out. placement also provide reviews about the overall students' performance, their strengths and weaknesses in order to enhance their employability skills Continuous Internal Evaluation techniques monitor student progress through tests, assignments, presentations, projects, etc. (wherever applicable)

The frequencies of conducting the various surveys/feedback are as follows:

1. Student's feedback:

2. Students progression

3. Alumni feedback:

4. Placement record:

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2021/12/Program-Course-Outcome-.pdf

2.6.3 - Pass percentage of Students during the year

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

885

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/2.6.3-Web-Link.pdf

2.7 - Student Satisfaction Survey

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

http://laxmichandgolwalacollege.com/wp-content/uploads/2021/09/STUDENTS-SATISFACTION-SURVEY-REPORT-2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

00

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

3.2 - Innovation Ecosystem

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

The college has taken various initiatives to create an interest in research and to transfer knowledge among students and faculty. Students of the college are encouraged to participate in research activities like 'Avishkar', a research competition organised by University of Mumbai every year.

College publishes its annual magazine named 'Mirror' in which students contribute their articles on various topics and issues. 'Mirror' provides a platform for students to express their thoughts and creations. College provides special coaching for the students who seek to appear for competitive examinations like, IBPS, CMA, MMS, MBA, police and army recruitment and staff selection board by arranging expert and guest lectures.

Entrepreneur cell of the college has organised online

counselling lecture/ guidance lecture on Start Ups was conducted on 12th March 2021. The Guest speaker of this session was Ms. Sarita Singh who is a baker & founder at 'The Dessert Chowk'. The objective of conducting this event was to give our students a real-life example of an entrepreneur and give students a direction on how they can start their own venture.

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

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

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

2

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

3.3 - Research Publications and Awards

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

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

00

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

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college has made contribution to society and environment by carrying out various extension activities under NSS and DLLE units.

- **National Service Scheme (NSS)**

- **RRC Activities –**

Celebration of AIDS Awareness Week from 1st Dec, to 10th Dec, 2020 with conducting AIDS Awareness activities like poster making competition, essay writing competition, slogan making competition, short film making competition etc.

- Jointly with Gokul Vraj Foundation and BMC, NSS Unit had organized online special lecture on "E- Waste Management" on 24th Jan., 2021 and physically "E-waste and other dry waste collection and donation drive" from 23rd Jan to 31st Jan. 2021 with followed by COVID-19 Protocol.
- On 13th Feb. 2021 an expert lecture was organized on "Cyber Crime and Cyber Safety".
- Virtual Tour: "Mission Compassion 2021" webinar was organised by NSS unit in association with Outreach NGO on 26th Feb. 2021.
- NSS volunteers had also participated in university level and inter collegiate programs.

  - Department of Lifelong Learning and Extension (DLLE)

  - It had organized special sessions on career projects for provide guidance to them such as

1. Procedure of Income Tax Return File,
2. Pursuing MBA/ MMS as a career
3. Preparation of CMA, Competitive examination etc.

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

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

13

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1697

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

3.5 - Collaboration

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

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College always strive to provide quality education the students. Keeping this in mind the college has updated various infrastructure facilities within the college premises.

The College has spacious classrooms. All specialty courses are conducted in ICT enabled class rooms equipped with multimedia projectors. College has spacious seminar hall, well equipped library with e-learning facility.

Library Facility: Library is Partially automated with Text Books & Reference Books

Examination facilities:

The institute has an examination control room and OSM facility incorporated in Computers. Other facilities are as follows:

- Computer with webcam (to download University question papers)
- CCTV
- Photocopier Machine
- Xerox Machine
- Printer
- Scanner
- Generator

Library:

The college has spacious Library is with a seating capacity available for students. The library is fully equipped with Internet by LAN and Wi-Fi. Library has sufficient number of hard and soft copy of learning material and enhancement of teaching learning experience.

Equipment:

The college has Xerox machines, Printers, Scanner / Printer, Laptops andCopier Machine.

Other Facilities:

- Each floor and the surrounding premises of the college are installed with adequate fire safety devices and First aid boxes

Canteen:

Hygienic canteen is available within the campus, offering food at reasonable rates.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/4.1.1link.pdf

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

The College offers ample facilities for sports and games. Expert training is provided in various sports events such as Basketball, Kho-Kho, Yoga, Table Tennis, Badminton, Kabaddi, Volleyball.

Cultural:

Cultural Committees, Marathi Vangmay Mandal are the few examples, who take continuous participation in enriching cultural activities and inculcating in the mind of the students. There committees conduct variousactivities wherein there is an active participation by students.

Sports:

The College sports committee encourages students to participate in events at Intra-Collegiate, Inter-Collegiate level. It strives to imprint the importance of physical fitness on the minds of students by conducting practice sessions regularly.

Indoor:

College conducts indoor games in Gymkhana premises. College has sufficient equipment for conducting indoor activities.

Outdoor:

College has its own ground for conducting outdoor games. Students are provided sports equipment like Badminton Rackets, Cricket Bats, and Balls etc. for practice.

```
Sports Equipment's:

For practicing different sports, various sports equipment's are
available in gymkhana.

Gymnasium:

The college has gymkhana for fitness, regular exercise and
practice of indoor games for students

Yoga:

The college uses space available in hall for Yoga Sessions.


(Due to Covid-19, activities related to sports and cultural
were conducted virtual)
```

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

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

37

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/4.1.3data-template-link.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

198.69

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

4.2 - Library as a Learning Resource

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

Our College library is the key resource of information for the academic community. It was established along with the College in 2009.

Library is being partially automated using E - Granthalaya 3.0 version installed in the year of 2014 with bar-coded and circulation activities were managed through the software. Users can search the books in the library's collection.

Following are the details of the ILMS:

Name of the ILMS Software

Nature of Automation (Fully or Partially)

Version

Year of Automation

E-Granthalaya

Partially

3.0

```
2016

E-Granthalaya

Partially

3.0

2017


The library contains books and periodicals pertaining to the
courses of studies and also of general interest. Besides the
reference section, special facilities are available for the
home issue of library books.

The various aspects of the library has been integrated and
digitalized within E-Granthalaya, This software is useful for
automation of in house activities of libraries.


E - Contents:

Students have been provided with E-Content (Reference Books and
Notes in form of PDF and PPT) by respective subject teachers
for their reference.
```

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	`D. Any 1 of the above`

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

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

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

0.005

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Internet:

The College have 50 Mbps shared Campus Broadband connection.

Computers

The Institute currently has 70 computers hosted in a domain. These computers have been steadily upgraded either by bringing in new devices or by upgrading RAM.

Software

The College uses open source software. However, with respect to admission process college has been using Google Form. Also for generating Mid Term and Annual Results of students college uses RESO INFICARE SOFTWARE.

Laptops

The College promotes the use of ICT in the process of Teaching-Learning. College has sufficient numbers of laptop for teaching learning process.

Examination

The exam room has a dedicated webcam fitted computer for downloading University question papers, amounted CCTV which covers the entire room. Examination room have all required equipments.

Office

All the office staffs have dedicated internet enabled computers and have printers on a sharing basis. For official work there is one scanner in the office. Tally Software is used in the office for accounts purpose.

Website

The college has an active website with its own domain name. The website is dynamic and displays the latest notifications promptly.

CCTV

Whole college campus (Classrooms, Staffroom, Corridor etc.) is fully equipped with CCTV Camera system.

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

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

50.83

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

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

Infrastructure facility: Infrastructural facilities are maintained centrally by the allotted person who includes plumbers, electrician and carpenter.

Optimum utilization of infrastructural facilities: optimum utilization of class rooms, computer labs and seminar hall are ensured by allocation time table for each department, committee, and entry is to be made in register.

Computers, IT, Equipment's and Software: Repairing and maintenance of computers IT, equipment's and software are conducted before commencement of semester examination under the supervision of IT In-charge.

Annual Maintenance contracts (AMC): Repairing and maintenance of following facilities are ensured through annual maintenance contracts (AMC) with all required suppliers

Health and Hygiene: Housekeeping staff is appointed to maintain cleanliness and hygiene conditions including of seminar hall, computer labs, office rooms library, corridors, wash rooms and parking space water tank etc.

Library: college ensures effective utilization and maintenance of library through institute level library committee. It keeps track on new books requirements; renewal and subscription of journals, IT facilities of library are maintained by lab assistants.

Sports Equipment's and facilities: Institutes appointed one teacher as sports in-charge to take care of sports equipment's, facilities and regular sports.

Internet facility: Institute is provided internet facility through Wi-Fi.

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

13-09-2022 09:07:16

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

373

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

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	**A. All of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/5.1.3-link.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

414

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

414

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

27

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

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

government examinations)

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

00

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

00

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

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

Students' council is constituted as per the University norms every year through a properly set procedure. It works for the

benefit of the students throughout the year & pursues several activities within & outside the college campus.

This year Students' Council has not formed in the college because of the circular issued by University of Mumbai dated 20th August, 2019. Even though students' council was not formed, the college had selected few representatives from each class. Several online and offline activities were conducted in the college with the help & support of these representatives.

Following is the list of activities conducted in college for the year 2020 - 21:

- ○ ONLINE CULTURAL ACTIVITIES:

- The main cultural event "YOUTH ZEST" was online celebrated from 22nd March 2021 to 26th March, 2021. This function included many online events such as Mehndi Competition, Solo singing Competition, Best out of waste competition, Poster making competition, Mask painting competition, Photography competition, Dance Competition, and & Mr. & Miss. Youth Zest etc.

- ○ VIRTUAL SPORTS COMPETITIONS WERE CONDUCTED ON 26TH MARCH, 2021 :

- Virtual Sports Competition on Crossword Puzzles
- Virtual Sports Competition on Treasure Hunt
- Virtual Sports Competition on Sudoku

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

22

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

5.4 - Alumni Engagement

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

The "MILAN' Alumni association for R.A.V's, Laxmichand Golwala College of Commerce & Economics, M.G. Road, Ghatkopar East, Mumbai – 400077, has been registered dated 4th February, 2020, registration no. 323/2020 under the "Societies Registration Act, 1860". The main purpose of formation of this association is the attachment of under-graduate & post-graduate passed out students with the college development and growth.

The "MILAN ALUMNI ASSOCIATION" is the non-profit association willingly doing various activities for the present students of the college and sharing their experiences with the students and teachers. The important activities are conducting guest lectures, workshops, seminars and cultural activities. They are part of CDC and IQAC committee of the college.

This is a newly formed association. All the members of the management committee, teachers & alumni students are taking efforts to make this association strong and powerful.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/wp-content/uploads/2021/04/REPORT-OF-ALUMNI-ASSOCIATION.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the College is in accordance with the vision and mission statement reflecting the goals and objectives of the College. The College strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. Besides economic self-reliance, emphasis is also placed on providing girl students with valuable skills through Women Development Cell. Moral values of responsibility, leadership and social empathy are inculcated among the students through various programmes conducted by the NSS and DLLE. In recent times, the College has specially upgraded itself to take up the challenge of online teaching and e-learning is being effectively carried out with the help of virtual platform dedicated to meeting the needs of complete knowledge sharing. The teaching faculty is actively involved in promoting a holistic education for the students manifest in the leadership provided by them in committees, Departments and in the organization of various activities and also by the participation of representative members in the Governing Body of the College. The proactive leadership of the Principal and Management ensures the fulfillment of the vision and mission.

File Description	Documents
Paste link for additional information	http://laxmichandgolwalacollege.com/vision-mission/
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as

decentralization and participative management.

Participative Management:

The top Management of the College in consultation with the Principal provides leadership in all academic and College practices. The Principal co-ordinates on all academic matters through the Heads of Departments. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the IQAC and CDC of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making.

Decentralised Management

College and University Examinations are conducted in the College through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, Chairperson for Examination Committee is appointed and they are responsible for the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is co-ordinated by the Principal.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been using ICT for teaching learning purposes especially in Covid-19 Period of Lockdown. College has taken initiative of teaching online using zoom version, as and when required license version was also purchased.

The college has been quick to adapt to online teaching during the pandemic and subsequent lockdown. Online training programmes for both teachers and students were organised with Zoom App and Google Classroom. Training provided to them with the virtual platform for live classroom teaching. Several options available in Zoom are Whiteboard, Easy scheduling of classes, Screen sharing facility etc.

Principal constitutes various committees to monitor these strategic points. All the committee coordinators and Heads of the department prepare plans for the academic year in the beginning and submit to the Principal. Principal and IQAC members prepare and monitor the perspective plan and Academic Calendar so that different activities are carried out throughout the year. The strategic plan has been developed by a Committee constituted by the Principal. One of the plans was to increase the use of the Information and Communication Technology (ICT) in teaching, learning, evaluation and other aspects of the college functioning.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

The institution has various bodies for smooth execution of work.

GOVERNING BODY:

The Governing Body as per the Constitution and Agreement Deed is in operation.

ADMINISTRATIVE SET UP:

The Principal is vested with the day to day running of the College. The Principal along with the IQAC Coordinator, Departmental Heads, the Teachers, the Librarian as well as conveners of various Committees coordinates the entire work process of the college.

SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES

The recruitment rules for the Teaching staff and Non-teaching staff are as per the University Guidelines and eligibility criteria prescribed by the UGC. Because of Covid-19 Pandemic situation College have not given advertisement in the newspaper.

THE FUNCTIONS OF VARIOUS COMMITTEES :

Research Committee is in place. The Library Committee assists and advice regarding the formulation of library policies. There are different committees which aim to deliver to the society in numerous ways like NSS, Department of Life Long learning and Scholarship Committee etc. Besides there are some Committees like Magazine, WDC set up for the holistic development of the girl students. The Cultural Committee of the college is responsible for all the intra and inter-collegiate cultural events.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/6.2.2-ORGANOGRAM.pdf
Upload any additional information	View File
6.2.3 - Implementation of e-governance in	A. All of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination	

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

6.3 - Faculty Empowerment Strategies

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

The College undertakes various welfare activities for both the teaching as well as non-teaching staffs.

Teaching Staff:

'On duty leaves' are given to the teaching staffs for attending Conference, Seminar, Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences. The College often funds the registration fee for the faculties who present papers in seminars and conferences.

Non-Teaching staff:

Specialised training for soft skills is provided. The non-teaching staff is encouraged and motivated for further higher education.

The Grievance redressal mechanism is there for all staffs.

Teaching staff are encouraged to register for higher education and Ph.D. as well as Faculty Improvement Programme. First aid boxes are available in office. Early salary payments during festivals are credited well in advance. Achievements of staff members are applauded and appreciated The college facilitates effective delivery of accounts-related matters to its employees. College provides a healthy and clean work environment conducive for enhancing productivity at work.

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

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

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

00

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

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

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

2

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

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

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

2

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

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

The Principal monitors and evaluates the performance of all staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the

end of their course give an online feedback about all the teachers subject wise.

The college has a systematic Performance Appraisal system giving weightage to multiple activities performed inside and outside the campus in various fields. Teachers submit their Academic appraisal filled form which is reviewed by Principal. The Principal strengthens the positive suggestions and suggests improvement measures to overcome the weakness.

The feedback received after any programme, academic or extracurricular, (Like Workshops) is also discussed with the teacher incharge and suggestions for improvement are given by the Principal. Beside all above mentioned evaluation systems, teachers have to prepare Teaching Plan and also needs to submit Syllabus completion Report. For the evaluation of the non-teaching staff, college designed daily reporting which is regularly verified by authorities.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external audit on a continuous basis by the appointed auditors. The Internal audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by the Ramji Assar Vidyalaya Committee. Statutory audit is completed on time every year.

The proposed budget allocation is prepared by the Principal and approval is sought from College Development Committee members in the month of February for the next academic year and submitted to the management for approval and expenditure is done accordingly. Monthly statements, Quarterly Statement are maintained and annual reports are prepared for accounts purpose

and submitted to the management after certification from Auditor.

The financial statement of the college including books of accounts, vouchers, statements etc. are audited by the external auditor. All accounts are audited every year on a regular basis.

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

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

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

00

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

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

The College always ensures that the funds are collected on timely basis and are utilized in the best possible way by restricting to budgeted expenditure. The main sources of receipts are fees collected from students, interest on fixed deposits etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notices, text messages and Emails.

A budget is prepared for the following financial year and every

possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny keeping confidentiality. All the expenditures are checked and approved by Principal. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

The funds are utilised for approved academic and administrative expenses. Funds are also utilised for organising student activities, seminars and workshops. Salary of teaching and non-teaching staff.

For day to day petty cash accounts are maintained. Bank passbooks are updated regularly.

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

6.5 - Internal Quality Assurance System

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

The vision of the institution is to impart, promote and spread holistic education among the students to make them self-reliant and responsible members of the community. With this vision before us, the IQAC has focused on various Activities and Programmes and workshops particularly for the students. These programmes have tried to address the variety of challenges faced by the students coming from multicultural backgrounds and from different strata of the society. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. These Programmes have indeed contributed to the

holistic development of the students. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits. Another such initiative of the IQAC is the introduction of Gender Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues.

Upload any additional information: Quality Initiative of IQAC

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

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

IQAC plays an instrumental role in enhancing the quality of the academic and co-curricular endeavors of the College in keeping with its vision and mission. IQAC achieves this through mainly two practices, viz.,

1. Conducting regular meeting of Departments, Committees wherein SWOC Analysis of their performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on the audit, the IQAC gives constructive feedback to the Departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

2. Collecting feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. This helps in obtaining an unbiased and honest opinion about the institutional performance especially in academics. Student feedback of teachers is conducted regularly. A careful analysis of the feedback received is done and communicated to

the teachers to enable them to enhance their teaching skills and their relationship with the students.

Successful implementation ofabove two practices, IQAC, post accreditation, has been able to develop a system for conscious, consistent and catalytic action to bring about reforms in teaching-learning process, structure, methodologies and learning outcomes.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/6.5.3-ANNUAL-REPORT-2020-21-Weblink.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity initiatives are undertaken, and students are sensitized through the organization of special lectures and various functions. The following are specific initiatives in key areas:

- Security and safety

High-Tech Surveillance System: CCTV cameras are strategically placed throughout the college campus to monitor activity. E-surveillance with high-resolution cameras available both during the day and at night. All entrances and exits, as well as all campus areas, are monitored by CCTV cameras.

- Security personnel: To ensure secure enrollment, the College has strong security personnel deployed throughout the campus. All entrances to campus are controlled by checking an ID Card/Photo ID Card at the gate. All covid protocol are been followed, in all gate's banners are displayed No Mask No Entry. Nobody is allowed to enter without proper mask. At entrance and at various places across campus sanitizer are been kept. Everyone is instructed to wash hands and use sanitizer

Common Restroom: The college has provided separate washrooms for boys and girls. Water is available 24 hours a day, seven days a week, with proper ventilation in the restroom. A separate girls' common room has been created with amenities such as a rest area, changing room, sanitary pad vending machine.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

The following wastes are being disposed by the college:

Solid Waste Management Dustbins are been placed at various locations across the campus. Separate dustbins are placed for Wet, Dry Waste. Students are instructed to follow cleanliness. Solid waste collected in dustbin entire day are been collected by garbage department of BMC. Regularly Garbage has been collected from campus.

Liquid Waste Management- The waste water is carried out through the pipeline. This system is made by the BMC of the state government.

Biomedical Waste Management- There is no biomedical waste management system in the college.

E-waste Management- IQAC in collaboration with NSS unit of the

college and BMC had organized "E-waste and other dry waste collection and donation drive" from 23rd Jan to 31st Jan. 2021 with followed the COVID-19 Protocol. Total 240 kg waste from their home and surrounding neighboring areas.

Waste recycling system- There no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

The e-medical Waste Management- There is no e-medical waste management system in the college. Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

C. Any 2 of the above

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of	**B. Any 3 of the above**

reading material, screen	reading	

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

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

College is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, IQAC, NSS, DLLE and various committees organizes activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment, these functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities

Republic Day and Independence Day - Two important national festivals, Republic Day and Independence Day are celebrated every year by the parent body Ramji Assar for all institutions under it. All teaching, non-teaching staff and students participate for the cause of nation. The inspiring speeches are conducted. Due to covid restrictions and lockdown all activities were conducted online. Link for Independence Day and Republic Day was conducted in online platform zoom and it was given live in YouTube.

- **Youth Zest -Cultural fest for the students was been organized in online mode, various events like dance, singing, photography, short video making competition was organized**

- **International Women's Day- Online google Quiz was**

conducted on behalf of International Women's Day. Celebration of the day was been conducted in zoom platform with various online events

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

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

The college curriculum includes in various programs in courses like Foundation Course, Business Ethics topics include Introduction to Constitution of India, Ethics, Practical Ethics, Value Education, Philosophy of Human Rights.

Here in various topics students learn about the importance of human values, duties, responsibility, rights and duties as a citizen

The College, Parent Body hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The institution encourages participation of students in Sports and NSS at National level to strengthen nationwide bond and relation.

The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/ Debates activities. The institution has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.1.9.pdf
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

College celebrates/ organizes national and international commemorative days, events and festivals.

National festivals play an important role in planting seed of Nationalism and Patriotism among people of India.

Republic day- The institution celebrates Republic day on 26th

January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

Swami Vivekanda Jayanti – Online Quiz and various other competitions where organized on celebration of Swami Vivekananda Jayanti

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

7.2 - Best Practices

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

Best Practice-01

- Title: Continuous Onlinelearning during COVID
- The Context:June 2020 to May 2021
- The Practice:Admission process, counselling,examination

- was conducted in online mode.
- The Evidence of Success:Improvement ofPass percentage of students, more proficient in virtual learning platforms.
- Problems encountered and resources required: Limitedaccess to smartphone, laptop and internet is limited. Financial assistance would enable them to access the e learning process.

Best Practice-02

- Title: Improving Teaching – Learning Process in Online Mode
- Goal:

-To ensure the completion of syllabus with effective understanding of the students, teaching learning process has been made technology supported

- The context:

-It is the need of the hour to shift institution to innovative and recent tools of teaching to keep pace with the changing scenario of online teaching-learning process in the academics.

The practices:

-Time table and SOP for conduction of Online Lectures and use of IT facilities

Evidence of Success:

-Teachers have successfully taken online lectures by using all online sources available

- Study material & E-resources are uploaded in the google classroom and email id of students

Problems encountered and Resources required:

-Development of techno-based teaching material has been hindered due to absence of technical expertise.

File Description	Documents
Best practices in the Institutional website	http://laxmichandgolwalacollege.com/wp-content/uploads/2022/05/7.2.1.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

Goal:

To achieve the vision of the college i. e. to uplift students from poor Socio-economic

To ensure social equity of students residing in vicinity of college by providing them financial assistance and concession.

To motivate the student to reduce drop out ratio.

Fees Installment System

Students are given details of payment of fees in three installments. Admission committee members, mentor counsel students about college providing with the facility of payment of fees in installments. So the burden of payment of full fees together at a time doesn't arrive. Flexibility of payment of fees was allowed for students in all UG and PG Programs

Helps a student to focus on his goals:

The students can focus on his goals if he is freedom from all kinds of financial burdens and tensions. He can now work hard and sincerely walk towards his goals.

Fees Structure as per university

The College follows University norms in fees structure. The College at the beginning of the admission defines the fee structure of the college. Once it gets confirmation from the management, it is applied for that academic year. This also helps the institute to manage the annual budget.

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

7.3.2 - Plan of action for the next academic year

- **To make the teaching learning process innovative and interactive.**
- **To encourage ICT based pedagogy.**
- **To enhance proficiency and employability of learners by offering inter/multi disciplinary and skill based programmes.**
- **To enrich the students with practical knowledge through industry and other Universities/Colleges alliances.**
- **To promote diversity and research culture amongst Teachers and students.**
- **To sensitise students towards gender, social and environmental issues.**
- **To provide value based education.**