



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

RAMJI ASSAR VIDYALAYA'S LAXMICHAND GOLWALA COLLEGE OF COMMERCE AND ECONOMICS

**RAMJI ASSAR VIDYALAYAS LAXMICHAND GOLWALA COLLEGE OF
COMMERCE AND ECONOMICS, RAMJI ASSAR VIDYALAYA CAMPUS, M.G.
ROAD, NEXT TO GANDHI MARKET, GHATKOPAR EAST**

400077

www.laxmichandgolwalacollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

About 110 years ago, Ghatkopar, then a small suburb known as the hill in Mumbai, was devoid of any educational institution. It was Sheth Ramji Assar, the pioneer and visionary, who deemed it necessary to start an educational institute to cater to the needs of the local people. Thus, in June 1911, a Gujarati primary co-education school came into existence at Ghatkopar even when education for girls was a taboo.

The Vidyalaya encourages talents by awarding scholarships and freeships to the deserving students. Taking this vision further the institution started the degree College to enable us to complete the educational journey up to Graduation & Post-Graduation.

College has 5 Departments

1. Commerce and Management
2. Accountancy
3. Economics
4. Allied Department One (Foundation Course and Environmental Studies)
5. Allied Department Two (Business Communication and Maths and Information Technology)

After the first cycle of NAAC

1. College have applied for new programmes such as Bachelor of Commerce in Investment Management (BIM) and Bachelor of Commerce in Transport Management (BTM) and also got permission from University of Mumbai and Government of Maharashtra to run the same.
2. In the Academic Year 2021- 22 College have applied for new programmes as under.

Bachelor in Mass Media (BMM)

Bachelor of Science in Information Technology (B.Sc IT)

Bachelor of Science in Computer Science (B.Sc CS)

Master of Commerce in Business Management (M.Com BM)

1. College got the status of Permanent Affiliation from University of Mumbai for BCOM, BAF, BBI and BFM.
2. College Management has come up with new state of the art 8 Storey fully Air Conditioned building exclusively for College.
3. To cater the needs of students who were deprived of their study in regular mode College also started programmes in affiliation of Open University such as.

Indira Gandhi National Open University (IGNOU) : for MA (Economics), MA (Psychology), Certificate course in Business Skills and Certificate Course in Retail Management.

Yashwantrao Chavan Maharashtra Open University (YCMOU) : for B.A and B.COM Marathi Medium and English Medium.

Vision

“To provide noble education of the highest quality to students for upgrading their Socio-Economic status to bring them in the mainstream”.

Mission

- ? Developing the personality of students in a holistic manner, with proper skills and values.
- ? Providing quality education focusing the market trends and demand in the stream of Commerce.
- ? Contributing to society through promotion of teaching, learning and knowledge.
- ? Improving the standard of the courses offered through innovative and effective teaching methods and curriculum development.
- ? Striving continually to innovate, to find new and more effective ways to educate and serve students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- College is coming up with new building with full furnished & well-equipped infrastructure as per UGC norms.
- Excellent and well-maintained infrastructure in form of new building
- Driven by our Vision & Mission statement of imparting knowledge to all.
- Parent Body of the College is the Oldest Institution (111 Years Old) named Ramji Assar Vidyalaya Wadi Trust.
- Harmonious relationship among the members of the management, staff, students and parents.
- Student centered teaching & learning practices are followed.
- Optimum utilization of Physical, Financial and Human resources.
- Simple and Transparent Admission procedure
- Faculty with minor research projects
- Excellent Student-Teacher rapport with emphasis on mentoring and counselling
- College has excellent extra-curricular activities, sports culture, well-organized extension, community service programs and outreach activities by students and faculty
- Good teaching and learning environment
- Students who are rank holders/distinction are awarded during College Annual Day Celebration.
- ‘Best Student Award’ and “Best Teaching and Non-Teaching Staff Award” is given to motivate the students, teachers and non-teaching staff.

- 7 UG and 2 PG Programmes offered.
- Active participation in Extension Activities such as NSS & DLLE by students & teachers.
- Academic, Administrative & Financial freedom to the Principal by the Management.
- Smart Classrooms and well-equipped laboratories
- Functional IQAC, CDC and Alumni association

Institutional Weakness

- The campus is also shared by schools and junior college of Ramji Assar Vidyalaya Committee.
- There is no funding by State or Central Government for salary as well as other components.
- Regulatory constraints in offering need-based and interdisciplinary courses.
- Paucity of employed Human Resource in case of teaching and non-teaching staff.
- As campus is shared by schools and Junior College under the same management, College runs in the three shifts
- No physical instructor.
- Ability to hire and retain faculty
- Limited resources for faculty and staff development

Institutional Opportunity

- The well-qualified faculty members who are capable of getting grants, funds, and research projects.
- Greater chances of enhancing consultancy and extension activities.
- To use reputation for providing quality courses.
- Utilising the geographical location to develop new programme opportunities.
- Availability of the competent faculty for replacement.
- Can help the growth of backward sector students in an excellent manner.
- Possibility of enhancing courses and seats.
- Starting of new generation and industry-oriented courses.
- Scope for providing research and doctoral studies.

Institutional Challenge

- The competition from other institutions which have more diversified programmes and resources for students.
- Funding availability is the biggest challenge.
- Changing priorities of students in selecting programmes may impact the admission.
- Loss in academic sessions due to variety of reasons.

- Updating of the curriculum or the course is limited.
- Technology changes that effect the future growth and productivity.
- To increase and retain human resource i.e. teaching and non-teaching employees.
- To strengthen the institution's effort in career counselling and placement of students.
- To organise more cultural and sports activities for inculcating cultural and sports values into students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Laxmichand Golwala College of Commerce and Economics is an affiliated college under University of Mumbai. As per the guidelines of University of Mumbai, State Government and UGC College runs all programmes based on the Choice Based Credit System, thus providing students with the option of choosing courses as per their interests. The schedule and duration of all programmes are based on the University guidelines. Furthermore, the College meticulously plans its academic sessions, thus ensuring timely preparation of academic calendars, timetables and the distribution of Courses. Periodic assessments of students are undertaken through assignments and tests in a time-bound manner. Syllabi taught across all programmes are based on latest trends and study, and several faculty members have been involved in curriculum development. In addition to the regular programmes, the college offered Five add-on courses in the last five years. Learning by experience is the complete education; to this end, numerous opportunities facilitating experiential learning are offered to students. There are five departments in the college that keep track of Teaching, Learning and Evaluation of students continuously. As many as 1600 students benefited from experiential learning through field trips/project work/internships in the academic session 2019-20. The college also plays a crucial role in nurturing civic-minded and just individuals. Committees such as Women Development Cell, National Service Scheme, Department of Life Long Learning, and Internal Complaints Committee against Sexual Harassment instill a climate of security and equality on campus. Regular feedback from the students, alumni, and faculty also ensure appropriate action towards addressing any gap in student progression and overall college development.

Teaching-learning and Evaluation

Laxmichand Golwala College of Commerce and Economics admits about 2700 students annually, including admissions as per the University guidelines for Minority Institution. Teachers assess the academic proficiency of students based on their performance in classroom discussions and tests/assignments. Needs of slow learners are particularly attended to in tutorial sessions. The college also has an effective mentor-mentee system for counselling. Students are also mandated to participate in co-curricular activities like field trips and industrial visits. These activities heighten experiential learning. National and international conferences organised in the college also provide opportunities for students' developments in academics. To inculcate research interests among students, they are encouraged to be part of research projects supervised by faculty, Avishkar Research Convention organized by University of Mumbai. To maintain a healthy student-teacher ratio (2019-20 ratio is 81 : 1), well-qualified full-time teachers are appointed against sanctioned posts in accordance with UGC guidelines. Blended teaching-learning methods that employ both ICT and traditional classroom practices make learning more effective. The COVID-19 pandemic threw up new vistas of online teaching-learning, thus ensuring continuity as well as change in learning experiences. The college maintains a robust internal assessment mechanism to monitor the process and progress of assessment. After thorough assessment, the progress report of the students are made available on the College website. Even details of ATKT were

displayed on the website. Assessment-related grievances are addressed by the teachers-in-charge. Final exam results are discussed in departmental and Staff meetings. Programmes and courses – whose outcomes are outlined by the university in subject-specific curricula – are designed to equip students with knowledge, life skills, moral values, and self-reliance. Many students even earn placement during campus placements

Research, Innovations and Extension

The College promotes a thriving research environment in the college; and the College Research Cell takes initiative to support research interests and innovation skills amongst the faculty and students. Several faculty members are engaged in government-funded research projects and have also published widely in reputed journals. Students, too, are motivated to undertake interdisciplinary research work, thus allowing them opportunities to gain experiential learning and to build a strong academic foundation. Programmes like Seminars/Webinars and workshops on intellectual property rights, entrepreneurship, and research methodology are organised under the aegis of IQAC and to enhance research quality and professional ethics. Apart from the academic aspect, opportunities are created to support holistic development of students through several community outreach programmes organised by NSS and DLLE. Special focus is given to outreach programmes that contribute to environmental sustainability, awareness of gender inequalities, and promotion of well-being of students and staff. The college has been recognised and awarded for its commitment to social responsibility. In the last five years, the college signed MoUs with NGOs and other institutions. These collaborations provide opportunities for extension and innovation, internships and career goals, and research and development. Every effort is made to establish enriching and meaningful collaborations with academic and non-academic institutions.

Infrastructure and Learning Resources

Laxmichand Golwala College of Commerce and Economics consistently upgrades its physical, academic, and technological infrastructure to keep abreast of changing times and evolving needs of the students. The college has one Sports grounds, Health care centre, Gymkhana with facilities of indoor and outdoor games, Spacious Canteen, Yoga Centre in the College. Facilities like gym equipment, changing rooms, lockers, and first aid are also provided. There are open stages in the college for the cultural rehearsals and performances. The library has a diverse collection of 5665 books, 10 CDs of various disciplines, 21 print journals, subscription to 06 newspapers and magazines, access to about 2 e-journals, and 245 e-books. In addition, the college provides access to high-quality electronics from OPAC provided by University of Mumbai. The library is fully air-conditioned with 2 reading halls, two computer laboratories, and a photocopier and duplicator facility. The College campus is Wi-Fi enabled. Student-related information is displayed on notice boards. The college infrastructure is maintained by competent agencies hired through an open tendering system. The College Development Committee is involved in taking decisions related to upgradation of infrastructure.

Student Support and Progression

Laxmichand Golwala College of Commerce and Economics extends maximum support to students in their education and progression. While scholarships and fee-concessions aid meritorious students in completing their study, programmes that enhance soft skills, language and communication, life skills, and ICT/computing skills prepare them in pursuing their professional goals. Various career advancement activities including placement, career counselling and guidance for competitive examinations are organised to give direction to their career

prospects. Students' grievances and concerns are also addressed through the Internal Complaints Committee against Sexual Harassment, Antiragging Committee, Discipline Committee, Grievance Redressal Committee, Student Counseling Cell & SC/ST/OBC Committee. Students are the most important stakeholders of any academic institution. College provides many opportunities to ensure their representation and participation in various student bodies and committees under duly established processes and norms. Students are involved in various Committees like IQAC, Sports and Cultural Committee for smooth functioning of co-curricular and extracurricular activities. Apart from this, to enable holistic growth of students, the college provides several opportunities to display their talents and skills in the field of sports and cultural activities by organising Youth Zest. Students represent the college in inter-college activities and bring accolades to college. The college has an active Alumni Association that facilitate alumni network and support in the form of scholarship, motivation, and opportunities for the current students. After graduation, while some students opt for placement in professional organisations, most of them pursue higher education.

Governance, Leadership and Management

Leadership and governance at Laxmichand Golwala College of Commerce and Economics entails participative management by the Governing Body, the Principal, the teaching and non-teaching staff, and the students. These stakeholders collaborate in a democratic manner in carrying out their professional responsibilities and in accomplishing the vision and mission of the College. Any progressive policy and plan is thereby deployed after due deliberations at the level of the IQAC and CDC, which form the backbone of the organisation. The College believes in democratisation of activities and information. The e-governance tools used by the college facilitate ease of access to information to students and faculty. Progress is the impetus that drives the college, which at the same time rests on the well-being of the students and the staff. Several schemes take care of the health and economic welfare of the college fraternity. The College also extends incessant support to the staff in their professional pursuits. To this end, numerous professional development and academic programmes are organised in the college. Laxmichand Golwala College of Commerce and Economics could attain excellence only with the shared responsibilities of the stakeholders in every area of operations. In addition to the collective role of the faculty, the IQAC at the college has been instrumental in overall quality assurance in teaching-learning processes. This collaborative effort has taken the college to new heights every year, aspiring for higher competitive goals in leadership, governance, and in its institutional values.

Institutional Values and Best Practices

Laxmichand Golwala College of Commerce and Economics adopts values and practices that promote women empowerment, ensure green and eco-friendly campus, and instill social responsibility through various outreach programmes. Initiatives are taken by the college to sensitise the staff and students to promote a gender-just ecosystem. Programmes like self-defence training, conferences, workshops, Seminars, Webinars on gender issues are organised. In addition, health camps to provide physical and mental health support are conducted. Various committees like Internal Complaint Committee against Sexual Harassment ICC, Discipline Committee, and Anti-Ragging Committee ensure discipline and harmonious environment in college. One of the best practices adopted by the college is promotion of environmental sustainability. Several eco friendly measures are implemented by the college to reduce overall carbon footprint. Use of renewable resources like solar power panels in the college contribute to building a sustainable environment. Another practice followed by the college is community outreach. Several programmes are initiated throughout the year to raise awareness and to assist the socio- economically weaker section of the society. A distinctive aspect of Laxmichand Golwala College of Commerce and Economics is the ambience of inclusivity the college nurtures. Special attention is given to

differently abled students, students from different regions and economically weaker backgrounds. Institutional measures are in place to assist these students, thereby enabling them to thrive in an environment conducive for personal growth.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Ramji Assar Vidyalaya's Laxmichand Golwala College of Commerce and Economics
Address	RAMJI ASSAR VIDYALAYAS LAXMICHAND GOLWALA COLLEGE OF COMMERCE AND ECONOMICS, RAMJI ASSAR VIDYALAYA CAMPUS, M.G. ROAD, NEXT TO GANDHI MARKET, GHATKOPAR EAST
City	MUMBAI
State	Maharashtra
Pin	400077
Website	www.laxmichandgolwalacollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sunil Karve	022-21023315	9820755897	022-21023315	drkarve@gmail.com
IQAC / CIQA coordinator	Remya George	022-2102426	9967432802	022-21024264	golwalacollege@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Gujrathi Minority Certificate-LG College.pdf
If Yes, Specify minority status	
Religious	NA
Linguistic	Gujarati Linguistic Minority
Any Other	NA

Establishment Details				
Date of establishment of the college	15-08-2009			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	University of Mumbai	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	RAMJI ASSAR VIDYALAYAS LAXMICHAND GOLWALA COLLEGE OF COMMERCE AND ECONOMICS, RAMJI ASSAR VIDYALAYA CAMPUS, M.G. ROAD, NEXT TO GANDHI MARKET, GHATKOPAR EAST	Urban	1.35	1.35

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Bcom	36	HSC	English	1440	1278
UG	BCom,Baf	36	HSC	English	540	507
UG	BCom,Bbi	36	HSC	English	360	171
UG	BCom,Bfm	36	HSC	English	180	58
UG	BMS,Bms	36	HSC	English	384	352
UG	BCom,Bim	36	HSC	English	60	0
UG	BCom,Btm	36	HSC	English	60	0
PG	MCom,Mcom Accountancy Group	24	GRADUATION	English	120	77
PG	MCom,Mcom Banking Finance Group	24	GRADUATION	English	120	76

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				18			
Recruited	0	0	0	0	0	0	0	0	10	8	0	18
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				18			
Recruited	0	0	0	0	0	0	0	0	10	8	0	18
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	6	1	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	6	1	0	7
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	5	1	0	6
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	8	0	9
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1254	0	0	0	1254
	Female	1112	0	0	0	1112
	Others	0	0	0	0	0
PG	Male	68	0	0	0	68
	Female	88	0	0	0	88
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	134	108	117	100
	Female	196	145	179	125
	Others	0	0	0	0
ST	Male	5	2	3	1
	Female	2	1	2	3
	Others	0	0	0	0
OBC	Male	42	178	177	139
	Female	55	196	179	162
	Others	0	0	0	0
General	Male	1104	989	893	823
	Female	1037	957	863	772
	Others	0	0	0	0
Others	Male	217	42	48	27
	Female	226	99	43	28
	Others	0	0	0	0
Total		3018	2717	2504	2180

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>An approach to curriculum integration which focuses primarily on the different disciplines and the diverse perspectives they bring to illustrate a topic, theme or issue is our perception of multidisciplinary approach. A multidisciplinary curriculum is one in which the same topic is studied from the viewpoint of more than one discipline Our college is affiliated to University of Mumbai and we strictly adhere with their curriculum. With this scenario presently College is not having a broad scope to implement in toto NEP 2020. In present composition being a Commerce College, we are planning to start multidisciplinary programmes of University of Mumbai. For e.g., Bachelor of Science in Information Technology,</p>
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	<p>Bachelor of Science in Computer Science, Bachelor of Arts in Mass Media Communication, Master of Commerce in Business Management. In that connection we have already applied to the University. This will integrate humanities and science along with commercial disciplines. Once the College will be granted permission to start above programmes it will indeed bring flexibility amongst the students to choose from the wide varieties of programmes involving other disciplines. Hence empowering the institution in fulfilling the Multidisciplinary objective. For the implementation of this approach teachers therefore first DEFINE problems, issues, topics or questions that warrant interdisciplinary examination and also IDENTIFY relevant disciplines. We have started training teachers in the meetings to equip students to self-evaluate regularly through project, assignment, or analysis. Ask students to rate themselves on their ability to: Identify and Apply multiple disciplines relevant to the issue or problem they're studying. The projects given to the students are reflecting multidisciplinary subjects and the supervisors are trying to bring rigor in learning. We are providing the students with choice of the subjects within the framework of university syllabus. Preparation of short term adds on courses ancillary to the main degree is in the pipeline, so that a student can learn incidentally knowledge about other disciplines. Such courses can be viewed as doing major and minor specialization and to develop necessary skills to perform multilevel / multi departmental work in the student's future career. College is in process of applying for more programme on NPTEL portal as we are already a registered chapter of NPTEL. College is also in the midst of applying for various Add on and Short-Term Course related to Environment, Human Rights, Foreign Languages, and Law etc. It will help students to develop Interdisciplinary Approach. The college is in discussion with IGNOU to introduce some of their interdisciplinary courses which would add on to the learning experience of the student.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Academic Bank of Credit also referred to as ABC is a virtual storehouse that will keep records of academic credits secured by a student. It is drafted on the lines of the National Academic Depository. It will function as a commercial bank where students will be the</p>

customers and ABC will offer several services to these students. Students will have to open an Academic Bank Account and every account holder would be provided with a unique id and Standard Operating Procedure (SOP). The academic accounts of students will have credits awarded by higher education Institutes to students for the courses they are pursuing. Our college has applied for the UGC permission of 2f and 12b. On the other hand, the college is also planning to seek approval for autonomy after the second cycle of accreditation fulfilling the required norms. Once Autonomy is granted by the concerned authority Academic Bank of Credit can be implemented smoothly. The college has recently in the view of NEP 2020 organized an awareness session for the teachers and students on the subject of Academic Bank of Credit. With this ABC concept and its importance has been discussed with stakeholders of the Institution and the process of opening an Academic Account for allocation, accumulation and awarding of credits. It will take the stakeholders of college a brief period of time to holistically understand the innovative ABC concept and it's key aspects like multi entry / exit option, flexible curriculum structure etc. As per the new National Education Policy 2020, it is essential that information technology is used to provide online facilities to students gearing up for this Mumbai University has taken the requisite steps, and uploading degree certificates on Digi Locker is part of the same process.

3. Skill development:

As much as learning is an ongoing process, skill development follows the same trend. Adhering to the same, the College which is a registered chapter on NPTEL portal is in the process of applying for more skill based programme which would enable the students to tackle various sorts of issues and problems effectively on everyday basis. To bring more progression to this area College is to tie hands with National Skill Development Corporation for various competency development programmes to be offered to student indeed bridging the gap between Academic concepts and Industrial requirements. In the present time College encourages interactive guest sessions from the corporate space on the topics like graphic designing, photo/ video editing, digital marketing, public speaking, programming, Academic

	<p>& Business writing etc. in a similar manner the lecture and screening of movies are done for students to explain the importance of human rights, gender equality, ethics, culture, scientific temperament and efforts are made to inculcate the same. With all this the college has structured the placement activities to take care of overall personality development of students along with mannerism and others skills required apart from qualification to make them market ready.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Culture and education are linked and inter- dependent on common grounds as one paves the road to education and on the other hand education helps in infusing culture values. Inducing Indian knowledge system in the curriculum of students will not only make them knowledge rich but also bring a sense of belonging to them. Inclining to this criterion the institution promotes a culture flourished curriculum like undertaking activities such as student exchange programs. Where in, the students get an opportunity to interact with their fellows from different walks and culture of the life and society. This pursuit helps the students to learn and understand different languages. Also, these programs embed respect and acceptance towards various cultures. The main objective of putting people in touch with our own and other people's feelings, the culture/heritage mapping teach one of the great civilizing capacities – how to be empathetic. As a part of the curriculum the college also undertakes field trips for students to historical and heritage places. Through these field trips students have a real-life experience about the traditions, local arts, folkdances and values of such places. This indeed helps the students to deeply value and preserve the culture and knowledge richness of our country. To promote this further the institution pools celebration of various commemorative days, organizes competition with themes based on culture, ethics, folk art etc. Art integration is another initiative taken by college as a pedagogical practice that utilizes various aspects and forms of art and culture as the basis for learning of concepts across subjects. Under this college promotes students to organize Trade Fairs and Exhibition keeping alive the concept of traditional form of customize market, Skit explaining Rights of Equity Shareholders etc. which in turn will also fulfil the thrust of experiential</p>

	<p>learning. Teachers are also trained to adopt bilingual explanation method so as to make teaching a student centric method and embed better concept clarity. Along with all this the college is also in the process of establishing add on courses to promote learning different Indian languages.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Outcome-Based Education (OBE) is a pedagogical model that entails the restructuring of curriculum, pedagogy and assessment practices to reflect the achievement of high-order learning. OBE places emphasizes to the learning part of the curriculum making it a student centric model. As the college is affiliated to Mumbai University the Course Outcome (CO), Program Outcome (PO), Program Specific Outcome (PSO) and Program Educational Objective (PEO) is specified in the curriculum of the university. The mentioned outcomes help the students to determine exactly what can be expected to be accomplished, post their course or program respectively. This clarity is further reflected in the quality of teaching and delivery, across divisions and departments, where faculty may adjust their focus more appropriately. The College is undertaking to establish curriculum that focuses on building knowledge, skills and attributes which the student would take away at the end of a program or course, indeed contributing in developing an overall personality of the student. Activities in or outside the classroom are designed in a manner so as to help students achieve these outcomes. The various assessment tools undertaken by the institution for measuring course outcome include Semester Examinations, Tutorials, Assignments, Project work, Labs, Presentations, Employer/Alumni Feedback etc. These tools enable the institution to map the development of skills, knowledge and learning experience of the students. The college undertakes regular training workshops for the faculties to equip them with student centric method as a prime pedagogical practice such as hands on learning, promoting art & sports– integrated classroom, case studies which would indeed enhance experiential learning and enable students to achieve satisfactory outcomes. With this the teachers are also being trained to take remedial lectures, various forms of practice test and other expanded learning opportunities which would be an add on in building</p>

	an overall OBE classroom.
6. Distance education/online education:	<p>While promoting digital learning and education, the importance of face-to-face in-person learning is fully recognized. Accordingly, different effective models of blended learning will be identified for appropriate replication for different subjects which will surely benefit the students and create employment opportunities. To facilitate learning for all students, the scope of higher education will be broadened to facilitate multiple pathways to learning involving both formal and non-formal education modes. Such online courses will also be suitably integrated into the higher-education curriculum of institutes so that those willing to take up blended programmes can also benefit. College is in talk to join hand with National Programme on Technology Enhanced Learning to offer Online courses and certifications, Workshops etc. These changes are likely to be implemented in upcoming academic year in our college. With regard to Open and Distance Education College is affiliated for UG and PG programmes with Open Universities such as: Yashwantrao Chavan Maharashtra Open University Indira Gandhi National Open University College is also in process of providing blended form of Education i.e., providing Online as well as Offline Education to the regular students. Providing content knowledge via Offline mode and project work, assignments etc. to be collected in an online mode.</p>

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
240	240	240	201	176
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
08	08	08	06	06

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3018	2717	2504	2180	1689
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
673	664	615	522	340

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
911	713	646	627	451

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
33	31	31	25	23

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
35	31	31	25	23

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 37

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
124.96	110.23	82.33	86.74	72.07

4.3

Number of Computers

Response: 70

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Yes,

Effective curriculum delivery is ensured through the following process:

Academic planning: IQAC ensures effective curriculum delivery through a well-planned process and systematic implementation of the prescribed syllabus. Curricular and co-curricular activities are planned in the academic calendar to lead towards the set outcomes.

The College ensures that the curriculum delivery has a thrust on promoting value-based education, women empowerment, gender sensitization, skill development, competency in communication skills, personality development, and conscientiousness of the students on environment protection.

Staff meetings are conducted from time to time and brainstorming sessions are taken on regular basis for better implementation of the Curriculum.

College has organised workshop in collaboration with University of Mumbai on revision of syllabus.

Circulation of Information regarding curriculum

At the beginning of an academic session, Departmental meetings are conducted by each Department in which the Courses are distributed to the teachers after discussion with them and as per their specialization. Numbers of sessions for each topic are given according to the syllabus and credits. The same practice is followed for PG Programmes.

Timetable committee prepares a well-constructed timetable. IQAC provides a format of teaching plan, syllabus completion report and daily lecture report. Teachers furnish all the details and timely submit it to concern department and IQAC

Routine/Schedule/timetable for each year/semester for both Under Graduate & Post Graduate programmes

are displayed in College Notice Board. Head of the Department takes review of syllabus completion from time to time.

Lectures are held according to the schedule under the supervision of the College principal as per timetable and teaching plan.

Engagement of Proficient faculty in teaching – learning :

Highly qualified and dynamic faculty are involved in curriculum delivery, preparation of study material. Teachers are using Innovative Teaching Methodology as per the needs of the syllabus. And also ensures effective delivery of the curriculum. College is having fully qualified faculties with approval from University of Mumbai. Maximum teachers are paper setter for the University of Mumbai for UG and PG programmes. Various Traditional as well as Innovative methodologies used by teachers are as follows.

- Chalk and Board method.
- ICT-enabled teaching-learning method.
- Group discussions are conducted among the students during the class.
- Micro-teaching and seminars are organised for by students related to curriculum.
- Research Paper presentations are done by the students.
- Proper and adequate instrumentation facility is given to the students for their practical classes.
- Need based survey programs, field works and Educational excursions or Industrial Visit etc. are organised carried by the College for effective curriculum delivery
- Project Work, dissertations are conducted for fulfillment of their degrees.
- Seminars and Guidance Sessions by experts in various fields are also arranged regularly for students to excel in their studies.

Periodic assessment and review of curriculum progress

- Progress of students is monitored through regular assignment and test. This mechanism judges the progress of students and aids in identifying and correcting problem areas among students.
- Students are mentored by the faculty to address any difficulty they may be facing academically or otherwise.
- Feedback is sought regularly from students to improve curriculum delivery.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

- The University of Mumbai to which the College is affiliated uploads the Annual Calendar at the beginning of the Academic year on its website with broad details of major academic events of the year. In accordance with this, the IQAC prepares a College academic calendar, based on inputs from coordinators, Committee heads. The Academic calendar has been uploaded on the College website, displayed in the Staff Notice Board for further reference. The College follows the schedule laid out in the calendar and organizes all events. Various events are organized based on the requirement of students to excel in academics and curriculum.

Examination :

- 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, First Year Semester I and Semester II and Second Year Semester III and Semester IV examinations are conducted by the College.
- The IQAC, with the details provided by departmental coordinators, prepares the College 'Academic Calendar' containing all information regarding the teaching schedule and events to be organized during an academic year. Utmost care is taken by the IQAC to ensure holistic development of students. Therefore, the calendar is prepared including all academic, co-curricular and extra-curricular activities. The faculty and students get a lucid picture of the entire academic schedule and adhere to the calendar.

Academic Activities:

- 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 Internal written tests, practical, Viva-voice, examinations are all mentioned in the academic calendar.
- The class tests (Internal Examination) for specialty programs are conducted as per the dates mentioned in the academic calendar. The (External Examination) Semester I, II, III & IV are also conducted as per the schedule given in the academic calendar. Result analysis is done after every evaluation and Slow and Advanced Learners are identified. Remedial lectures are conducted for those needing additional help. Supplementary examinations are conducted following the university guidelines. Thus, the Institution adheres to the academic calendar, including for the conduct of CIE.
- For the purpose of conducting Continuous Internal Evaluation, teachers prepare their schedule of teaching, class test and assignments in accordance with their allotted time table keeping the academic calendar and planned co-curricular activities of the college in mind.
- Project work, field work and presentation components of the syllabus and assessment are arranged keeping in mind the pre-planned academic calendars.

Co-Curricular Activities

- Activities such as field visits, study tours and industrial visits are also included in the Calendar.

Add-on/ Short term courses are also conducted by the College on the basis of the Academic calendar.

- Students are encouraged to do internship programmes and LIVE projects in industries.

Extra-Curricular Activities:

- The College has statutory and non-statutory committees, which deal with a wide range of issues of social responsibility to language and culture. As the academic calendar is planned, events of various committees are interspaced to optimize holistic development of students.

File Description	Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 08

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 12

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
03	02	03	02	02

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 5.55

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
195	132	162	125	71

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

1.3 Curriculum Enrichment

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

Response:

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. Modules on Gender bias and Human rights, Rights to equality and non-discrimination, women entrepreneurship, values and gender sensitization are discussed in these courses. Topics like population growth, family welfare, human rights, women and child welfare are explained through various case studies. The College has an active Women Development Cell which deals with sensitization to such issues. DLLE (Department of LifeLong Learning and Extention) and NSS (National Social Service) which jointly sensitise students every year by working on regular activities such as projects and surveys, Project on Status of Women in the Society to promote and encourage students and staff for overall development through activities like Workshop on Prevention, Prohibition of Sexual Harassment and Redressal Act 2013, Skit Competitions on Eve teasing, guest lectures on “Domestic Violence and Eve Teasing”, Elocution competition on “ Status of Women”, Screening of Talk Show on “ Prevention of Child Abuse and Gender Violence”

2. **Environment and Sustainability:** Courses like Environmental Studies, Foundation course are included in the curriculum. The objective of these courses is to create environmental awareness among students by emphasizing issues related to the environment and non-renewable energy sources, ecosystems, biodiversity and its conservation. Current problems of global warming, waste management and pollution are covered through case studies. The College is proactive in sensitizing students towards environmental issues through activities like: Guest Lectures, Industrial Visits, rallies, various Competitions and E Waste collection drives. The College also promotes ICT-enabled teaching-learning processes. All these efforts help to progress towards being a green campus. Teachers cite the latest examples of cutting-edge information, latest related to subjects during their lectures.

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 Social Responsibility are part of the curriculum and emphasize the importance of human values and professional ethics. All these efforts help our students to lead a value based and socially responsible life. College conducts various activities like Poster competitions, PowerPoint competitions, Gender related and Legal Help awareness workshops, Screening of films which integrate cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics besides the curriculum.

4. 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, Andhshradha , Human rights, Beti Bachao etc. The College conducts many programs such as Blood Donation camps, Social awareness programs & welfare services, organising rallies on cleanliness and also provides volunteer services in traffic control during Ganpati festival.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 8.51

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
21	30	23	19	04

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 41.62

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 1256

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Response: B. Feedback collected, analysed and action has been taken	
File Description	Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 91.09

2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1203	1155	1161	941	655

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1346	1328	1200	1092	681

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
673	664	615	522	340

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

The first step towards assessing the learning levels of the students is to identify and classify them based on their learning abilities. The following steps are undertaken in the college to identify advanced learners and slow Learners.

The Performance of the student in the Internal Assessment Test and attendance records of students as well as their performance in semester end examination enables the teachers to identify the Advanced Learners and the Slow Learners.

During the student mentoring program, faculty members are able to identify students with slow and advanced learning abilities based on the student teacher interaction.

I- Identification and classification of students into advanced and slow learners based on their performance in various components. This is done in the following ways.

- On the basis of the attendance of the students in lectures.
- Assessing the participation of students in regular classes, assignments and presentations.
- Analysis of the performance of students in Internal Tests and Semester examinations.

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

A. Following measures are taken for advanced learners.

- Advanced learners are guided for research activities like the Avishkar Research Convention of the University of Mumbai.
- Workshops, seminars and Industrial visits are arranged for the students to gain practical

Knowledge.

- To encourage Advance Learners to participate in college and inter-collegiate competitions such as group discussion quizzes and poster making competitions.
- Students are encouraged to participate in PowerPoint and Project Presentations to develop analytical and problem solving abilities.
- They also join certificate courses offered by the College.
- Students are encouraged to present research papers in National and International conferences.
- The college offers special academic counseling for advanced learners.

B. Following measures are taken for slow learners

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

- Bridge courses are conducted for the slow learner.
- Remedial lectures are conducted for slow learners.
- Provision of simple and standard lecture notes/course materials.
- Revision of important concepts in a viable manner in regular lectures.
- Home assignments are given to strengthen the learning of slow learners.
- The college organizes Parent-Teacher Meetings to communicate the performance and attendance of students to parents.
- Tutorial for Mathematics and Computer Programs.
- Bilingual Explanation is given by the teacher whenever it is required.
- Students are asked to solve previous year papers for which required Study Materials are provided to them.
- Knowledge Resource Center is provided to the students where policy is being framed, as per which students will have compulsorily spend 2 hrs. of a week in college library.
- Weekly test is conducted by concern subject teacher for regular practice and revision of topics covered.
- Academic and personal counseling are given to the slow learners by the mentors.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 91.45

File Description	Document
Any additional information	View Document

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**

Response:

The college, along with traditional lecture methods, uses various 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, such as University research projects such as Avishkar. Such projects are prepared on practical problems and help to develop their research aptitude.

- **Internships:**

Students of Self Financing programs are encouraged for Internships. Students learn practical industry related skills with these internships, this leads to enhancement of their professional skills. Students from self-financing programs undertake summer internships during their course at various government & private organizations.

- **Practical Problems:**

Various practical problems and case studies are given to students to solve in some of the courses like Taxation, Business Law, Accountancy

B. Participative learning methodologies:

- **Group Discussions:**

To improve communication skills and public speaking among students in courses like Business Communication, Foundation Course, students are assigned with various current event-based topics. 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 organised in various courses to improve public speaking and confidence among students.

- **Newspaper reading & Book reviews:**

To Enhance critical thinking among Students and create interest in learning various courses like management, finance etc students are assigned tasks of reading news articles based on various issues from newspapers, magazines etc.

- **Community project:**

Students of the college participate in community projects and several other social welfare based activities and learn through experience such as conducting surveys in villages and visiting farm lands etc.

C. Problem solving:

Case studies

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. This method is used in programs like business law, accountancy management etc.

Assignments, quizzes, presentations :

Assignments, quizzes, and presentations are conducted to develop logical reasoning and problem solving skills among students in all UG and PG programmers.

- Various Departments organise case study analysis/problem solving questions to be answered by the students. Students are taught to solve a problem/case study in most of the courses in the UG and PG programmes. Thus the students learn to solve many practical cases after the courses.
- Active learning is another form of learning in which teaching strives to involve students in the learning process more directly than other methods.

D. Departmental Libraries.

- Departments of our college also maintain an departmental library and make it available to students through this link to enhance their problem solving skills to find the solution effectively.

Department organizes guest /special lectures for students of UG and PG Programs

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

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. Some teachers use and share E-books which are very useful for the students as they are handy and saves the cost of buying the physical books.
2. The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Commerce, Computer, Economics, etc. The curriculum of these courses has practical components which require the use of computer labs. The labs are updated with new softwares like Tally,Microsoft Office, the latest Excel utility.
3. Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students. Presentations are the best way to make notes as they can be updated with the latest changes in the knowledge, presenting diagrams, charts, etc.
4. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process.
5. 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.
6. Teachers share reading materials, short notes, e-books etc.
7. Teachers most often use ICTs for 'routine tasks' (lesson plan development, information presentation,basic information searches on the Internet, record keeping and so on). Faculty is adapting to the usage of ICT tools to provide quality education to the students

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 91:1

2.3.3.1 Number of mentors

Response: 33

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 98.86	
File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
Response: 7.97				
2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years				
2019-20	2018-19	2017-18	2016-17	2015-16
01	02	03	03	02
File Description	Document			
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document			
Any additional information	View Document			

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest
--

completed academic year in number of years)

Response: 0.27

2.4.3.1 Total experience of full-time teachers

Response: 9

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

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The Examination Committee consists of Senior Teaching staff members as Convener and members from all Undergraduate departments. Non-teaching staff also lend their support in administrative work. The examination committee performs following functions to maintain transparency and robustness of examination procedure:

- Examination committee prepares planner of two terms in the examination committee meeting.
- The examination process is transparent and compliant with the University of Mumbai guidelines. Students and their parents are informed about the examination process through orientation programs in the First Year.
- Time Table and seating arrangement for examination are displayed on the notice board and college website adequately in advance.
- After Time table displays program wise counseling sessions and mock tests are conducted by the Mentors for their respective program.
- For internal examination, the syllabus is informed to students by concern subject teacher and semester end examination is conducted on the syllabus.
- Preparing the question paper for the internal examination in the prescribed pattern based on syllabus of course in each semester.
- Scrutiny of the prepared question paper is carried out by Head of Departments / Coordinators to ensure quality of the Question paper.
- Separate seating arrangements at ground floor are made for students with learning disabilities and the College also provides writer, reader and extra time to such students as per university guidelines.
- Monitoring the attendance of the students for the Examination.
- Internal Assessment has to be carried out within the stipulated time.
- After completion of the internal examination, the faculty evaluates the answer scripts and submits

the corrected scripts to the examination committee.

- Examination committee cross checks internal marks with the faculty.
- After the declaration of the results, students are given a time schedule within which they can apply for a photocopy of the assessed answer paper.
- If the student is not satisfied with the correction and correspondingly the marks obtained, the students are given an additional chance for applying for reevaluation of the answer paper. The college ensures that all the marks given by the first assessor are masked before the reevaluation process. In order to do justice to the students, the college invites senior subject teachers from other colleges as reevaluates.

Additional responsibilities for semester end examinations:

- Prepare examination timetables well in advance in advance.
- The question paper for examination is selected randomly by the authority. Moderation of answer books is done as per guidelines of University.
- External moderators are called from the list of moderators provided by the lead college. Examination committee members verify the final result and then grade cards are printed

Frequency of the examinations..

- Project evaluation is done as per requirement of Programme Structure. Additional examinations are conducted for eligible students as per university guidelines.

All practical examinations, internal evaluation of projects and internal examination of Postgraduate programmes are carried out as per university guidelines

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The college maintains complete transparency in the evaluation and provides a platform for redressal of grievances of students regarding University examination and internal evaluation respectively. To address all examination and evaluation related problems, the Institute has appointed a College Examination Officer as per the directives of University.

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 Notice Board. The time tables are displayed well in advance to give adequate preparation time for the students.
- Hall tickets: If there is a spelling error in the hall tickets received from University then the college takes the initiative to get it rectified at the earliest.
- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.
- The evaluation of answer sheets of the first year and second year undergraduate programme is carried out at the college level, in a time bound schedule and in the best possible efficient manner and the results are submitted to the university within a stipulated time. The mark sheets are displayed on the college website for easy access.

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.
- Verification of answer scripts: After the declaration of the results, students are given a time schedule within which they can apply for a photocopy of the assessed answer paper.
- Revaluation of answer scripts: If the student is not satisfied with the correction and correspondingly the marks obtained, the students are given an additional chance for applying for revaluation of the answer paper. The college ensures that all the marks given by the first assessor are masked before the revaluation process. In order to do justice to the students, the college invites senior subject teachers from other colleges as Revelators.

Resolving grievances related to examination within a time frame:

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 theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by the examination committee.

Redressal of grievances at University level:

The queries related to results, corrections in mark sheets, and other certificates issued by university are handled at the college examination committee after forwarding such queries through the college examination committee. Students are allowed to apply for revaluation, recounting and challenge evaluation by paying necessary processing fee to university if they are not satisfied with the University Results

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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.

Response:

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 (BMS) B com in (Investment Management), B.com in (Transport Management) and PG courses in all faculties. As an applied component.

Each course provides unique learning outcomes. These learning outcomes are linked to the Programme Outcomes.

The students are informed about the Program outcomes, program specific outcomes and course outcomes

For all programs offered by the institution in 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 institution.

The outcome, specific outcome and course outcome are prepared keeping in mind the core values of the institution such 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.

These inputs are also considered in syllabus framing for incorporating course outcome. Faculty members (70%) attended syllabus revision workshops to understand the needs and outcome of revised syllabi and curriculum.

College organized a syllabus revision workshop in collaboration with University of Mumbai wherein the programme outcome and course outcome was discussed by the members of BOS.

Financial planning and Marketing for BMS 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	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

Attainment of Outcomes:

The PO and CO attainment is evaluated in the following way:

Every subject/ course has course outcomes to be achieved by the students at the end of the course. They are linked to program outcomes; the student learning assessments are measured systematically and sequentially throughout the UG & PG degree program using a variety of reliability as listed below.

Class Tests:

Regular assessment of the programme outcomes is ensured by the institution for gauging the multiple

Facets of the quality criteria set by the college.

Internal Assessment:

This is a formative assessment, used to evaluate the academic performance of the student periodically.

Assignment:

The assignment is designed to assess students' understanding on the allotted topic, ability to gather information, understanding of the content, comprehension, innovation/ideas, analytical/critical thinking, interpretation skills and written communication skills with respect to the learning outcomes.

Project work:

The final semester students prepared a research project under the guidance of the faculty member. The ability of the students - to plan and then execute the plan by designing and conducting experiments; analyze & interpret data and deliver the outcomes within a time frame are assessed.

Report on Industrial Visit:

Student's interest on the subject, their keen observations on its relevance and its applicability in real life are evaluated by the teachers through industrial visits and the ensuing report to be submitted to the teachers concerned

University Examinations:

University examinations, though not the definitive word on the attainment of course outcome, do play an irreplaceable role in assessing the final outcome of a course, as the academia knows it

Surveys and feedback-

Besides the college examinations, indirect assessment tools such as surveys and feedback by students, graduating students, alumni, employers 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. Graduating Students feedback: At the end of course

3. Alumni feedback: Annually during the Alumni meet

4. Employers' feedback: Annually

5. Placement Report

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 64.2

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
991	560	502	397	237

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
996	860	841	758	535

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.68

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NAAC

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 2.59

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	0.77	1.31	0.51

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

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

Response: 0

3.1.2.1 Number of teachers recognized as research guides

Response: 00

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 100

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	03	02	00

3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem

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

Response:

Investing in scientific research and innovation are important ways to facilitate sustainable development. The Institution has created an ecosystem for innovation and transfer of knowledge through the activities of various committees, cells and departments. IQAC in order to instil research and creative thinking among the students organizes Research Workshops, Guidance Lectures, E- Learning Sessions for faculty members and students. The institute aims in contributing and creating employment opportunities for the students. The IQAC organizes training programs, seminars and interactive sessions with successful entrepreneurs, innovative ideas competition to promote specialized knowledge in the fields of Commerce, Management and Information Technology.

Entrepreneurship Development Cell:-

It conducted presentations, competitions and Student conferences, both inter college and Intra College, where students present their Research Ideas and Start up Ideas, which have the potential to be converted into viable ventures. From the academic years 2015 to 2019, our institute has conducted seminars on Intellectual Property Rights to motivate and to empower students with entrepreneurial skills. The Entrepreneurship Development Cell of our college has organised various start-up activities for the employment of students. Such activities are 1) Beautician2) Stitching Cloth Bags3) Mehndi Making, workshops for students. Getting inspired by such activities many students turned their skills into a source

of earning for themselves.

Research Committee:-

It conducts 'Avishkar Orientation' a student's research competition every year to facilitate participation of students in University of Mumbai Research Competition- "Avishkar" cell. Students are benefited through this activity to nurture their research and innovation areas.

Other initiatives:-

At our college, we encourage true innovation in education. In fact, innovation in education is woven into the very fabric of learning at our College. Our teachers uses technology as well as the latest pedagogical tools to encourage our students to think out-of-the-box and innovate in and out of the classroom. We encourage students to develop different Life Skills, thereby inculcating innovation and unleashing the creativity of students

File Description	Document
Upload any additional information	View Document

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

Response: 6

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	01	02	01	01

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0.5

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 2

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 4

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.73

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	3	7	04

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.98

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 last five years

2019-20	2018-19	2017-18	2016-17	2015-16
04	02	05	11	06

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

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 last five years.

Response:

College firmly believes in holistic development of students through various activities. It aims at sensitizing students towards social issues and serving the community as a whole. The Institution is committed to serve the community through its extension activities by involving students and faculties of all departments and various committees such as NSS, DLLE etc.

National Service Scheme:-

- The National Service Scheme unit of the institute conducted “One Day Yoga Training Workshop” on 21st June, 2016 and 2019 with the help of Patanjali Yoga Centre, Mumbai. 120 NSS Volunteers benefited from this workshop.
- A guest lecture was organized on “Awareness about Blood Donation” on 9th July, 2016 followed by a blood donation camp which was conducted on 11th July, 2016 (i.e., world population day) in collaboration with Rajawadi Hospital blood bank, Ghatkopar (E). 57 donors including students, staff members, and outsiders donated and contributed towards blood donation. Similarly, next year another Blood Donation Camp was organized on same day at college campus.
- The NSS Unit organized Blood Donation Camp on 23rd August 2018 and about 150 units of blood bottles were collected and in the year 2019 total about 106 unit of blood bottle collected from the camp.
- Swachh Bharat Abhiyan was conducted on 15th August and 2nd October 2016. Our NSS Volunteers conducted a street play awareness program about Swachh Bharat Abhiyan on 12th August, 2017 in college campus.
- An Awareness program on “Donate Unused and Unexpired Medicines” and college campus cleanliness drive was conducted on 2018-19. Street play presentation on “Swachhta Hi Seva” was conducted. The main attraction of this year was Flood Relief Donation Drive for Flood Affected People in Kolhapur and Sangli, Maharashtra was organized.
- On 26th September 2016 Voters Awareness Rally was organized in collaboration with BMC, Mumbai, Election Department. A special NSS residential Camp conducted by the NSS Unit to create social awareness and discipline among students and villagers.
- A Tree plantation program was organized in college campus on 5th June 2017.
- A guest lecture on waste management was organized on 3rd August 2018, in Ruia Hall.
- On 21st August 2017 MDACS organized Peer Educator Training Workshop on HIV & AIDS for Central Mumbai Suburban NSS Volunteers.
- NSS Volunteer actively participated in the “Rally for Rivers” in Ghatkopar on 1st September 2017. Dengue and Malaria awareness door-to-door visit campaign was also organized in this year.

- On occasion of Rakshabandhan our NSS Volunteers tied Rakhi to community service provider people in the academic year 2018-19.
- A guest lecture was organized on 7th September 2018 on “Awareness about Anti-drug Addiction” in Ruia hall.

Department of Lifelong Learning and Extension:-

- The college received Third Prize for Poster Making competition in Udan Festival of 2019 – 2020.
- Seminar on Career Guidance” on 6th Jan, 2020.
- Seminar on “Roles & Responsibility of DLLE Volunteers”: 6th Jan, 2020.
- Poster making competition on “Waste management, Safety rules, Global warming, Environment conservation etc

File Description	Document
Upload any additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 10

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
01	03	02	03	01

File Description	Document
Number of awards for extension activities in last 5 year	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 90

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

2019-20	2018-19	2017-18	2016-17	2015-16
16	10	29	15	20

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 59.33

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 last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1378	895	2212	1425	1087

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 11

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	01	05	02	03

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 12

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	3	3	3

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - 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.

Response:

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

The institution has a beautiful landscape, aesthetic architecture, eco-friendly spacious classrooms, and good infrastructure, around 500 meters away from the main Central Railways Ghatkopar Station, Mumbai. It has been set aside for the future expansion of the college. The management continuously strives to meet the growing needs of the institution in the twenty first century and works in tandem with the Planning Committee, making available adequate physical infrastructure and constantly upgrading facilities in order to provide a good teaching learning environment. The Management also ensures that the developmental activities consider the extra-curricular requirements of the students, in order to provide a holistic campus life.

The College has spacious classrooms. All speciality 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 have sufficient number of hard and soft copy of learning material and enhancement of teaching learning experience.

Equipments:

The college has 1 Xerox machines, 4 printers, 2 scanner/printer and 1 copier.

Other Facilities:

- Book Bank System is available for needy students free of cost
- 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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

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. The College sports teams have been proving their excellence in various-Inter, Intra –Institutional. The institution ensures the participation of students in intra and inter-institutional sports competitions.

Gymkhana is used for indoor Sports. Large auditorium are used to host cultural fests of the college. The Annual Cultural Fest gives opportunities for students to showcase their leadership and organizational skills. College Annual Day and Department wise activities are also conducted in the college.

Cultural:

The college believes in the importance of imbibing our culture values on the young minds. Along with academic and sports, cultural activities play an important role in the holistic development of students. The College has various committees promotion the rich cultural heritage of our country; 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. These committees conduct several activities wherein there is an active participation by students. The committees encourage students to participate in cultural activities and competitions at inter-collegiate, Intra-Collegiate. The students who participate in cultural activities practice in various areas in the campus.

The Institute has proper venues for hosting cultural events.

Sports:

The sports committee has made the college extremely proud by bringing laurels to the institution. The Committee caters to various sports in promoting the performance of students in different 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.

File Description	Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 16.22

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 06

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 101.44

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
126	112	84	88	73

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

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

- **E – Granthalaya:**

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. We yearly subscribe 23 national and international Journals and 6 newspapers in English, Hindi and Marathi languages.

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	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: D. Any 1 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.8

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.57	1.25	1.91	2.05	2.24

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

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**Response:** 0.66**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 20

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Information Technology has become an indispensable asset for the functioning of every institution. Hence, to meet the demands of the various stakeholders, the Institute frequently updates its IT infrastructure.

Internet:

The College have a ? 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.

Projectors:

College currently have 9 projectors in use.

Software

The Institute uses open source software. However, with respect to admission process college has been using MY PRAVESH LICENSED SOFTWARE. Also for generating Mid Term and Annual Results of students college uses RESO INFICARE SOFTWARE. There is a campus license with Microsoft for the use of various software and Windows Operating System. Antivirus is installed on all machines.

College also have 2 Computer Labs, licensed software including Microsoft Office and Microsoft Windows 10 , VISUAL BASIC, MS-Access, Excel, Antivirus for all systems.

Laptops

The Institute promotes the use of ICT in the process of Teaching-Learning. Hence, 3 laptops were purchased since 2015-2016 worth of Rs.92,253 .

Examination

The exam room has a dedicated webcam fitted computer for downloading University question papers, a mounted CCTV which covers the entire room. Examination room has 1 separate computer for taking print of question papers and reports. Exam room has 1 copier, 1 xerox and 1 scanner machine for quick preparation and distribution of papers during any examination. The College is using official Microsoft email-id for receiving the password protected question papers from all faculties.

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. The attendance of the staff and non – teaching staff is captured using a Biometric device. 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. All events and notice updated on website.

CCTV

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

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 43:1

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 100

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

2019-20	2018-19	2017-18	2016-17	2015-16
124.96	110.23	82.33	86.74	72.07

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

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.

Response:

The management of RAV'S Laxmichand Golwala College of Commerce and Economics continuously strives to meet the growing needs of the institution in the twenty first century academic world and works in tandem with the IQAC, making available adequate physical infrastructure and constantly upgrading facilities in order to provide a good teaching learning environment.

Infrastructure facility: Infrastructural facilities are maintained centrally by the allotted person which 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 for utilizing resources to conduct extra lecture and practical.
- **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 respective suppliers.

Air conditioner

Drinking water cooler

Housekeeping

Computers labs

- **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 cleaning services first –aid kit is available in office of the college.
- **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 activities.
- **Campus security:** CCTV camera is installed in the campus to prohibit malpractices and security guards are also appointed on campus and these services are maintenance by the central office.

Internet facility: Institute is provided internet facility through Wi-Fi by using access points internet connection is provided to students and teachers.

File Description	Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 21.65

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
640	538	520	478	415

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 2.4

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
29	58	97	65	35

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

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: D. 1 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 15.27

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
269	195	510	415	352

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 2.33

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
15	28	09	10	14

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 28.54

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 260

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 4

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
02	00	00	00	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	05	07	05	05

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

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 2

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) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	01	01

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

Students' council is constituted as per the University norms. The institute follows the set norms every year by the procedure. It works for the benefit of the students throughout the year & pursues several activities within & outside the college campus.

Participation in co-curricular and extracurricular Activities:

Every year students are engaged in programmes like self-defense workshops, cleanliness drives, health check-up drives, blood donation camps, soft skill enhancement workshops, tree plantation drives, and social awareness campaigns. The major activities pursued by the students' committee are as follows,

CULTURAL ACTIVITIES:

- **Celebration of DAYS:** - Every year the students celebrates various days in the college like

Mismatch Day, Red Day, Blue and Chocolate Day, Tie & Saree Day and Traditional Day etc.

- **Youth Zest' College Fest:** - It is the main cultural event celebrated by the students committee. This function includes various events such as Mehndi Competition, Rangoli Competition, Instrument playing competition, film making competition, strength war competition, Traditional Day, Vakrutva Spardha Competition for Marathi and Gujarati language, poster making competition, Dance Competition, Singing Competition and Mr. & Miss. Youth Zest.
- Teachers' day and Farewell function for TY students is celebrated every year in the college.

SPORTS ACTIVITIES

- Members of the Student Council were briefed about the participation rules and regulations prior to Sport's Day by the Sports In charge. Sport activities like Carom competition on Institutional level, Chess competition, 100 Mtr Run, 400 mtr Relay Run, Treasure Hunt Competition etc. are conducted and actively participated by the students.

OTHER ACTIVITIES:

- Being a part of the society, the institute organizes the "Blood Donation Camp" with Rajawadi Hospital, Ghatkopar East every year in the college premises along with the NSS unit of the college.
- Students also participate in various activities like group discussions, presentations and seminars.

Administrative Responsibilities:

· The institute promotes and includes students in various academic bodies as a student representative in the NSS advisory committee, women development cell, department of lifelong learning and extension, library committee, IQAC, CDC, and cultural committee. The Department of Lifelong Learning and Extension has student managers to provide managerial skills. These managers monitor the extension activities conducted by the extension work volunteer students. One manager is nominated for every 25 students

· Members of the students' committee provide proper guidance to the new admission-seeking candidates and their parents during the admissions each year.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 19.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
21	20	13	21	21

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

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

Response:

Yes

The college started in 2009. Hence, the first academic year was 2009-10. Accordingly, the first outgoing under-graduate batch was 2011-12. Previously, there was no such alumni association formed. After a few outgoing under-graduate batches went out, the alumni association was formed.

Later, in the year 2019-20, 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 & postgraduate passed out students with the college development and growth.

The aims & objectives of the “MILAN ALUMNI ASSOCIATION” are as follows:

- To promote the role of Alumni as goodwill ambassadors and stakeholders by helping in identifying strategic directions for the college.
- To engage the Alumni in achieving excellence by way of academic and technical collaborations.
- To assist in securing opportunities for Internship and employment (campus placement and recruitment) of students of the college.
- To organize lectures, seminars, symposia, workshops, study camps, book banks etc.
- To provide assistance for all-around development of the college.
- To safeguard the interests and promote the welfare of the Alumni as well as of their family.
- To undertake or help social work of any nature.

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 placement drives, guest lectures, workshops, seminars and cultural activities.

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

The RAV's trust started in 1911 now became an educational hub providing education from KG to PG. It covers Kinder Garten, Primary school, High school, Junior college, Degree College, Computer Centre. The establishment of this College has played a vital role in educating society and contributes to the progress of Ghatkopar and nearby region. College continuously focusses on male and female empowerment, upliftment of weaker section etc..

Vision:

“To provide noble education of the highest quality to students for upgrading their Socio--Economic status to bring them in the main stream”.

Mission:

- Developing the personality of students in a holistic manner, with proper skills and values.
- Providing quality education focusing the market trends and demand in the Commerce stream.
- Contributing to society through promotion of teaching, learning and knowledge.
- Improving the standard of the courses offered through innovative and effective teaching methods and curriculum development.
- Striving continually to innovate, to find new and more effective ways to educate and serve students.

The Governing Body is the executive authority and exercises general supervision and control of the affairs of the college. The commitment of the members of the management for the cause of higher education and their active involvement in planning and development complimented by effective vision and leadership helped phenomenal growth and meteoric rise of the institution. The management and the principal ensure the active participation of all the members of the staff and students in realizing the policy statement, strategic plan, vision, mission and objectives of the institution.

The College Development Committee (CDC) is established as per Maharashtra Public Universities Act 2016. Representative members are from academia, industry, community, IQAC, Ex-students, teaching and nonteaching staff as per prescribed norms.(Previously LMC was in existence)

CDC and IQAC are instrumental in planning, monitoring, evaluating the administration and academic processes. The principal implements the policy decisions taken by the Governing Body and CDC. The major policy decisions are directed through CDC to IQAC, which prepares the perspective plan for all academic, administrative, research and developmental activities in alignment with the vision and mission. The policy decisions ensure integrity and effectiveness of governance and administration.

Principal and IQAC monitors its execution through the Heads of departments conveners of various Committees and Class mentors reflecting the decentralization of operation.

The interaction of the principal with various stakeholders, the faculty, non-teaching staff, students, Alumni, Parents help to provide a holistic development of the students and also inspire the students to achieve their goals.

The institution is committed to provide an innovative, ethical and learning environment in which students develop and enhance their talent to become responsible citizens of the society.

The perspective plan of College is prepared by a Committee with active involvement of various stakeholders. The CDC and IQAC keep a track of its implementation. The teachers and office staff actively participate in CDC, IQAC and various committees and have their influence on the decision making process.

File Description	Document
Paste link for additional information	View Document

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

Response:

The Institute promotes decentralization and participative management in administrative and academic activities at different levels for effective implementation and monitoring of policies, regulations and guidelines.

The management actively participates in the working of the college. The president along with his team of managing committee keeps a keen observation on the day to day working of the college administration.

The management has empowered the Principal, CDC and IQAC to recommend curricular, co-curricular and extra-curricular activities resulting in the Heads of Departments and Staff taking appropriate and informed decisions at their level for accomplishing the set goals sufficiently to function freely. The authority is delegated to heads of the department, coordinators of various programs. This decentralization has resulted in increasing the overall quality and effectiveness of the system.

Principal conducts regular meetings with the staff and assigns responsibility in consultation with them as per their capabilities. In addition, meeting with staff as per requirement of the situation are also conducted from time to time.

Work is delegated to the CDC to plan the time table. Heads have the authority to distribute workload to the Teachers in the department. Teachers have academic authority of teaching methodology, to conduct periodical tests, assignments, projects, industrial visits and field trips are planned by departments and conducted with prior permission In addition to the academic responsibility shouldered by teachers they also take up administrative work and are on the functional committees and complete the tasks assigned to them.

File Description	Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Yes,

The college has framed an action-oriented plan and strategies to reach the goal. It has identified its strengths and weaknesses. Valuable suggestions and observations made by the peer committee of previous assessment as well as audit committees are analysed and are implemented to the best extent possible. 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 Calander 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. Based on the plan, the college has successfully executed various activities as follows:

Smart Classrooms – The college developed some smart classrooms in 2017-18 with fixed LCD Projector) and there are one movable LCD Projectors (with wi-fi connectivity).

Office Automation-The data regarding admission is maintained through software. The payment receipts are issued to the students. The Transfer Certificates are also issued efficiently through the College Online setup. College maintains its financial transactions on Tally.

Library Automation : The entries of all books in the library i.e. titles and their authors have been entered in systematic. Adequate system has been put to work so the books and title can be searched easily and

availability to be checked on the software. E – books also available for the students on website.

Use of ICT by teachers- Our teachers use various ICT tools, LCD Projectors, PPTs, internet and e-books in teaching-learning process.

File Description	Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

Yes,

The organogram of College reflects the democratic character and shared responsibilities with which governance takes place. While the overall supervision of administration and the regulation of finances of the college rests with the Governing Body, whose authority is vested in it by the statutes and ordinances of the University of Mumbai, the administration and execution of everyday functions lies in the charge of the Principal.

The functions of the Principal in turn are supported by the faculty and the non-teaching staff. The Internal Quality Assurance Cell also collaborates with the Principal in ensuring a quality teaching and learning environment in the college. The Governing Body under the leadership of the President gives direction to the administration and decision-making, finances and regulation, purchases and development, and quality assurance of the college.

The Principal, as the chief administrator of the college, supervises and manages the overall functioning of the college. College follows Purchases and maintenance, admissions, discipline and codes of conduct, curricular and extracurricular aspects of the college, subject to the provisions and ordinances of the University. The teachers-in-charge work in collaboration with the Principal and their respective departments in accomplishing the academic, financial and co-curricular requirements of the departments. The Principal manages the matters related to internal finances and financial audit of the college and also ensures effective utilisation of funds available for college purposes. Financial decisions are taken by the

principal in consultation with the Governing Body.

The library is headed by the Librarian who supervises the library assistants and attendants in maintaining the upkeep of the library. The librarian also works with the Library Committee in upgrading the academic resources and facilities in the library.

The first appellate authority in the college is the Principal. The IQAC of the college plays a key role in assessing and assuring quality in the teaching- learning and evaluation process. The IQAC conducts the bi-annual internal academic and administrative audit of departments and physical verification of laboratories to monitor and ensure quality in the college. Various skill-based and quality events are also conducted by the college under the aegis of IQAC. The Administrative Staff of the college is also characterised by a well-defined organisational structure, with positions according to the University rules and the UGC. The administrative decisions are implemented through the Principal, who is assisted by a team of section officers from the administration and the accounts section. The Management Committee also supervises the maintenance of the infrastructure and the working of housekeeping staff, electricians, gardeners, etc

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: D. 1 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The Institute has effective welfare schemes for the benefit of teaching and non-teaching staff.

1. Teaching Staff:

Registration fee reimbursement for workshop/ paper presentations. Teachers are motivated to attend orientation courses, refresher courses, workshops, seminars and training programs. Duty leaves are sanctioned to staff attending such programmes. Staff is nominated/encouraged to represent on various bodies, committees of University/Government. University approval is sought for qualified staffs of unaided programmes.

1. Non-Teaching staff:

Staff is encouraged to participate in workshop/training courses. .Duty leaves are sanctioned to attend workshops and entry fees are borne by the college. Specialised training for soft skills is provided. The non-teaching staff is encouraged and motivated for further higher education. Festival incentive is distributed to non-teaching staff.

1.General Welfare Schemes for all staff:

Teaching as well as qualified non-teaching staff are encouraged to register for higher education and Ph.D. as well as Faculty Improvement Programme. Duty leaves are given to the staff for attending various activities. Yearly increments are given to all teaching and non-teaching staff. General Provident fund is deducted from non- teaching staff salary. First aid boxes are available inoffice and library. Early salary payments during festivals are credited well in advance. Health awareness programmes are conducted where renowned doctors are invited. Yoga sessions are held for staff members. Provision of wheelchair and toilet is available to the physically challenged staff members also.

Achievements of staff members are applauded and appreciated through special awards, Mementos and trophies on Teachers' day.

Interest free advances to teaching and Non-teaching staff are sanctioned to needy staff members. Vehicle is arranged free of charge for staff participating in training programs, and intercollegiate competitions.

The college organises health camps to provide free health check-up and instill awareness about important health issues such as women's health & mental wellbeing.

A college invites counsellor who provides consultation to staff and students to address mental stress and other related issues. 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. Facilities such as air-conditioned staff room, administrative office, department rooms, and committee rooms serve as important working space outside the classrooms.

A dedicated reading room equipped with Wi-Fi enabled computers and printer facilities is available in the library to access e-resources.

File Description	Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 8.53

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	4	2	5

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	0	0

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 4.93

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

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	1	0	0

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

The college has a systematic Performance Appraisal system giving weightage to multiple activities performed inside and outside the campus in various fields is filled by the teaching faculties.

The college has established Performance Appraisal System. The college evaluates teaching faculties on the basis of Principals report submitted by each faculty at the end of each Academic Year. Teachers submit their Academic appraisal form following the standard formats which are reviewed by the Heads of the

Department. Performance appraisal reports of the teaching faculty are scrutinized by the IQAC along with necessary documents and wherever necessary they are discussed with the faculty concerned by the Principal.

The Principal communicates score and grades achieved by the individual faculty to the concerned head of the department. The Principal strengthens the positive suggestions and suggests improvement measures to overcome the weakness. The annual increments are given accordingly considering these reports.

Feedback of students regarding teachers' performance is carried on every year. Feedback forms are designed by the concerned committee and feedback is collected from student's community. The collected feedback forms are analyzed and the data is communicated to the principal. 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.

The HODs personally observe the lectures of newly recruited faculty for improvement in their performance. Beside all above mentioned evaluation systems, teachers are provided an academic diary at beginning of academic year to keep track of teaching activities which is crossexamined by concerned HODs.

For the evaluation of the non-teaching staff, college designed daily reporting which is regularly verified by authorities.

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Yes, the internal and external financial audits are conducted regularly.

The proposed budget allocation is prepared by Principal, CDC members along with non-teaching staff in the month of February for the next academic year and submitted to the management for approval and

expenditure is done accordingly.

Monthly statements are maintained and six months reports and annual reports are prepared for accounts purpose and submitted to the management after certification from C.A. Faculty wise clerks are appointed by the management and maintain accounts.

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. Further all necessary audits as per the requirement of University (UoM), UGC and Govt. of Maharashtra are carried out by the college periodically. The College carry out audits of all funds from time to time

File Description	Document
Upload any additional information	View Document

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

Response: 0.16

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.04	0.04	0.04	0.04	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

For appropriate and proper utilisation of resources, the CDC has an annual planning and budgeting process.

Institute has self-financed courses. Unaided section financial resources are available from college fees collection. The fees collection is as per University norms.

Other financial sources are minor and major research project grants, sponsorship for workshops. . A proper record is maintained for the self-financial courses.

The funds are utilised for approved academic and administrative expenses as per norms laid down by the Government. Adequate funds are utilized for the development and maintenance of the infrastructure of laboratories and classrooms. Funds are also utilised for conduct of student activities, seminars and workshops. Salary of teaching and non-teaching staff appointed for self-financing courses is paid through collection of fees as well as by the management.

Higher authority and Management ensures transparency, quality and cost effectiveness in purchases. The requirements of laboratory equipment's are submitted by HOD to the Principal. Hon. Gen. Secretary of the society sanctions the requirements and purchase is done through minimum quotations as per norms prescribed.

Librarian, Computer lab assistants, accounts clerks keep an update of records of the expenses. For day to day expenses (mainly operational expenses) petty cash accounts are maintained and the account settled weekly. Bank passbooks are updated regularly.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

- Regular meeting of Internal Quality Assurance Cell (IQAC)
- Regular meetings with Students
- Regular meetings with parents

· Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	
· Feedback from all stakeholders collected, analysed and used for improvements	
· Academic Administrative Audit (AAA) conducted	

CONTRIBUTION OF IQAC

- To bring transparency in functioning of the College, Weekly Information System (WIS) is developed by organising Weekly Staff Meeting with proper notice, agenda, attendance, and minutes. At the end of every meeting, Staffs is given opportunity to express their views, opinions suggestions, grievance etc. and any decision is taken unanimously. Administration of the College became more transparent.
- Teachers are given Opportunity to give presentation on any topic
- Students of all programs were allotted ID-Cards with different color cards and strings. It has made easy to identify students according to their Programs, wearing Identity Card been made Strict for Students as well as staff.
- Teachers were personally asked their interest areas on that basis everyone is placed in various College Committees as Conveners & Members. Standard Guidelines are been given about Objectives, working, Activities to be organized, Report preparation with standard format etc. It helped for conducting College activities more smoothly.
- **Complete New Reforms in Examination System** - Proper Planning and Implementation, Display of Notices in advance, Orientation Programs for Staff, Documentation, Records are maintained in Soft as well as Hard Copy, Centralized Moderation Process (appreciated by cluster in meeting), Grade Cards with Photo of Students, Faster Centralised Assessment Process (CAP), After proper verification by accountant Examination Remuneration were released immediately after the completion of examination. It helped conduction of Examination smoothly.
- **Industrial Visit for speciality programmes:** Industrial Visit of more than 300 students in consecutive 2 days was successfully organized. Learning and Financial burden on students were taken in to consideration while deciding the venues.
- **Organising Cultural Fest:** Youth-Zest was organized successfully when campus is free and also without disturbing regular lectures and got overwhelming response.
- **Degree Distribution Ceremony:** While organising Degree Distribution Ceremony delegates from higher authority from government/public service were invited, which was perfectly organized and it was highly appreciated by invited guests.
- **Motivation to staff:** Appreciation Certificates and gifts are given to teaching & non-teaching staff for performing well in areas allotted to them. Management promoted this initiative in other schools also.

- **Faculty Development Programme:** Under faculty development program, motivational lectures for teachers were organized on the theme of "How to be a Quality Teacher"
- **Promotion of Research:** To develop Research aptitude amongst the Teacher Expert Lecture were organized on the theme of "How to Prepare Research Paper", It helped in encouraging all teaching staff as well as students to do well in the field of Research.
- **Feedback mechanism:** Feedback system is crucial to institutional progression as it allows for self-reflexivity and reform. The feedback submitted online are analysed, and measures are taken for reform and redressal. They function as the catalyst for upgradation of teaching-learning processes, developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacitybuilding and enrichment of students.

File Description	Document
Upload any additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

1. Examination

College follows guidelines issued by University of Mumbai from time to time for the conduction of Internal Assessment (IA) Examination as well as External Assessment (EA) Examination. Internal Assessment is applicable to speciality Programmes where as in BCOM programme all courses are having External Assessment except Courses like Foundation Course and Computers. Internal Assessment has a weightage of 25 % and External Assessment has weightage of 75 %. Examination dates are declared well in advance. Students are made aware of syllabus of the Examinations, proper revision is provided to students by the respective subject teachers.

2. Teaching-Learning Activities:

The Principal of the college conducts regular meetings of the staff for the academic planning such as Examination Committee Meeting, Academic Calendar Planning, Internal Quality Assurance cell Meeting for the effective functioning of teaching and learning process.

Parents meeting are regularly conducted for the purpose of improving performance and attendance of their wards in the examination.

Regular meeting of the Internal Quality Assurance cell is conducted for the purpose of maintaining and improving quality in teaching learning process.

The college involves administrative staff in the implementation of decision making process in various committees. Research committee encourages staff to undertake minor and major research projects.

3. 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 syllabus and other areas, such as University research projects such as Avishkar such projects are prepared on practical problems and help to develop their research aptitude.

- **Internships:**

Students of Self Financing programs are encouraged for Internships. Students learn practical industry related skills with these internships, this leads to enhancement of their professional skills. Students from self-financing programs undertake summer internships during their course at various government & private organizations.

- **Practical Problems:**

Students are encouraged to participate in practical problems solving in some courses such as Taxation, Business law, Accountancy Practical Problems through which students learn with experience or actual use.

Participative learning methodologies:

- **Group Discussions:**

Students are encouraged and motivated to participate in participative learning so that it will help to improve communication skills, idea generation and presentation skills.

- **Debate:**

Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

Further to ensure that the lectures are interactive and the students' engagement is maintained, following steps are followed.

- 1.The learning objectives are clearly stated at the start of the class.
- 2.The assessment questions/quiz/activity are planned to assess if students are learning and are actively engaged.
- 3.Appropriate pedagogy like example/simulation/activity is used based on the learning objective stated.

File Description	Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: C. 2 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

College shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions. Specific initiatives are been taken with respect to key areas are as follows

Safety and Security

- The College has strong security personnel deployed all around the College gates to create safe and secure environment
- All student and staff compulsory wear their ID cards at all times on the campus thus ensuring non entry of any outsiders also unauthorized persons.
- The entire college is under CCTV surveillance, E- Surveillance with high resolution cameras through day and night facility, this system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus.
- First aid is provided to the students and staff in case of any emergency.
- College has organized various seminars, workshops, self-defense programme, disaster management and also arranged guest lectures on women empowerment.
- Talks on Gender Sensitization are organized from time to time.

Counseling

- Young Students face numerous challenges owing to a fast-paced tempo, changing family dynamics, increased competitiveness and social media.
- College recognizes that counseling is important for students to navigate these demands and achieve their academic potential. In keeping with its mission to provide for the all-round holistic development of students, Class Mentors provide counselling for students.

- The mentors sensitize themselves to the needs of students. This plays a significant role in confidence building and skill development.

- This Counseling is open to all student's complete confidentiality is maintained. It has contributed greatly in promoting the psychological well-being of students, helping them achieve their academic, personal, and relational goals.

- Career counselling workshops are organized by various departments to apprise the students about the career opportunities in their specific field.

Common Room

- College provides comfortable spaces for students. There are two formal common rooms that are easily accessible

 - Separate Girls Common Room and Boys Common Room for their safety and security.
 - In Girls Common Room, a common area known as Mirror Room gives space for the students
 - In Boys Common Room, there is a space for students to hold meetings, study, or simply relax.
 - With comfortable seating and ample desk area, it is a warm and welcoming place; a perfect blend of fun and function or simply a place to have a meal with a friend. These common areas help ensure that students are fully involved in college life, have their say, and get socialized.
 - The college room is equipped to provide health care service to all students at any time during college hours. It is equipped with first aid kit and medicines for primary treatment.

Other Information

- IQAC in association with Women's Development Cell celebrates International Women's Day on 8th March by felicitating Lady teaching and non-teaching staff as well as girl students.

- Various sessions on Women Empowerment, Women Rights are been organized for girls

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

There are different types of wastes disposed in the college for which there is a proper system functioning.

The following wastes are being disposed by the college:

Solid Waste Management

The organization has appointed house keeping staff to keep the organization and its campus clean. The BMC

Workers also collect solid waste from the campus on the regular basis. The problems related to drainage system are also dealt with by the BMC workers.

A healthy and safe environment is provided to students, staff and visitors. Regular cleaning of the campus is done and wastes are segregated according to dry waste and wet waste. To minimize the problem of waste disposal colored dust bins are kept at the necessary junctures in the College campus. Waste is collected every day once in the morning and once in the evening. It is then processed depending on the nature of waste. Promotion of cloth college bags instead of non-bio degradable bags, popularization of trendy plastic carry bags, avoidance of flex boards, plastic files and use of digital display boards during Seminars/Conferences, banning of plastic covering on student projects, encouragement of steel food containers, promotion of green protocol through messages in the campus display board are some of the plastic waste reduction initiatives.

Liquid Waste Management

Liquid waste includes waste water (at basins, washrooms, drinking water tabs, etc.) which is obviously, non-hazards 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

E-waste is hazardous to the environment and health of people and it needs to be recycled and disposed in appropriate ways. E-waste includes electronic equipment's which are not in use, like monitors, keypads, mouse, CPU, hard disk, Printers, Cable etc. The college promotes students and staff members to minimize the wastages of different kinds, as far as possible to reuse the materials etc. e.g. Instead of using CDs, DVDs, the use of pen drives reduces the waste, avoiding the printing of paper unless extremely useful etc. E-waste is collected by concerned department of BMC. Guest session and various lectures are organized by college on the topic of E-Waste management

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	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

5. landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: C. 2 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

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 500 words).

Response:

The College believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination.

Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities.

The institution organizes two days Youth Zest and Cultural festival's, Annual day celebration.

NSS Unit & DLLE Unit of our college participate in various programmes related to social issues organized by other colleges and also by University of Mumbai

Every year blood donation camp is organized by the NSS

Students of the college participate in various community related activity like crowd control measures to support local police during Ganpati festival.

The College under various committees conducts the programs for the promotion of tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities The birth and death anniversaries of the national leaders are observed by the organization for the purpose of inclusiveness.

- Marathi Bhasha Diwas is celebrated on 27th February every year in honour of Dyanpeeth award winner poet late V.V. Shirwadkar 'Kusumagraj' on his birth anniversary to promote Marathi culture among the students.
- Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other.
- Commemorative days like Women's day, Yoga day, AIDS Awareness along with many regional

festivals. This establishes positive interaction among people of different racial and cultural backgrounds.

- Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.
- All National days are observed in the institution in a variety of ways. Independence Day and Republic day are celebrated every year in the college in an official manner including flag-hoisting and sweet distribution. Quizzes and patriotic song competitions are also conducted in association with these events.
- Gandhi Jayanti has celebrated every year in the college. Students are also Participated in Bhajan Sandhya Program at Gateway Of India
- A variety of cultural programs including classical dance forms and a special dance performed along with the students.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The College sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

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

Responsibilities of Citizens

- The college fosters community responsibility by organizing blood donation camps routinely. In every camp, around 90 to 100 volunteers donate blood. They also collect medicines and collected items are distributed amongst the people from marginalized background with the help of NGO.
- The college renders national service by organising road-safety awareness programmes routinely. Students are informed about traffic rules and regulations and instil the importance of safeguarding human life.
- To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented regularly. Awareness programmes for proper E-waste disposal are organised.
- To protect human lives and property of college during disaster, our College organizes Disaster Management programme The college also organises awareness drive, conferences, and mock drills for disaster management.

- College organizes a seminar on “Intellectual Property Rights” to create awareness about copyright, Plagiarism, patenting, trademark, and several other related aspects to cultivate professional ethics.

- The college promotes linguistic diversity and cultural plurality by organising programmes such as Marathi

Bhasha Divas.

Democratic values

- 26th November is celebrated as ‘Constitution Day’ in our institution. Various types of activities had been arranged to make this day meaningful. Every year, lectures of eminent speaker are organized on that day to reiterate the significance of the constitution of India.
- Preamble of the constitution is displayed at the entrance of the college and it is clearly visible to all the entrants.

Citizens’ rights

- Voter’s Day and Voter’s Awareness Programmes are organised in the college to create awareness of youth towards their constitutional rights and duties. Routine drives are organised to facilitate issuance of voter ID for students.
- The college has introduced new short term course on Human Rights to college students.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

4. Annual awareness programmes on Code of Conduct are organized**Response:** B. 3 of the above

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

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**Response:**

Commemorating days, events and festivals of national importance honors the great heritage of India. Recognizing the momentous contributions of historical figures to freedom and justice, likewise, inspires the youth.

College observes several nationally and internationally significant occasions to educate our students on the history, traditions and practices of India in engaging and participatory ways.

College celebrates India's Independence Day. Students, teachers and non-teaching staff join in the celebrations, which commence with the singing of the National Anthem, and include cultural performances by students. All volunteers of NSS Participate in Independence Day Celebration

College celebrates Republic Day – Various cultural programs, speeches, are organized on Republic day. Students, teachers and non-teaching staff join in the celebrations

As a tribute to the father of our nation, on 2nd October, the birth anniversary of Mahatma Gandhi, programmes by the Peace Society, Green Society, NSS, etc., familiarize students with the life and philosophy of Gandhiji. NSS volunteers of the college participate in Bhajan Sandhya near Gateway of India in Mumbai on behalf of University of Mumbai. Books on Mahatma Gandhi are exhibited in our library.

As a part of the Swachh Bharat Abhiyan which seeks to accomplish one of the cherished principles of Gandhiji, College under NSS undertakes several measures to enlighten students about the importance of hygiene and sanitation on an individual, local, regional and national level.

Dr. Sarvepalli Radhakrishnan's birth anniversary on 5th Sept, observed nationally as Teacher's Day, is

celebrated cultural committee of the College for teaching staff. Various programmes organized by our students on the occasion remember and pay homage to the valuable contributions of the teaching community.

In December 2014, the United Nations General Assembly Resolution adopted 21st June as International Yoga Day. Since 2015, College under NSS celebrates this day, acknowledging the transnational role of Yoga, an ancient Indian knowledge system, in promoting physic-mental health.

NSS of the College organized awareness programs on National Voter's Day.

The Women's Development Cell celebrates International Women's Day on 8th March with various programs and presentation to honor the historical and contemporary struggles of women for empowerment.

Marathi Bhasha Diwas is celebrated on 27th February every year in honor of Dyanpeeth award winner poet V.V. Shirwadkar 'Kusumagraj' on his birth anniversary to promote Marathi culture among the students.

National Youth Day is celebrated every year on 12th January to commemorate the birth of Swami Vivekananda. Debates, essay writing, extempore competitions are organized to spread the messages of Swami Vivekananda amongst the youth.

Kargil Diwas celebrated on 26 July every year.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice – 1

(i) Title: PowerPoint presentations by teachers, based on current topic discussion' and 'improvement in presentation skills'

(ii) Objective:

RAV's Laxmichand Golwala College of Commerce and Economics, as a commerce and economics institution, aims to gain knowledge, develop new skills, and use new technologies to improve the quality of education and teaching for students. Here, a presentation is given, followed by a discussion on various aspects of the topic. This practise has instilled in everyone the importance of improving their presentation skills. Teaching staff are given the opportunity to present their skills and knowledge to teaching, non-teaching staff, and students via a power point presentation. Through this presentation, all teachers learned new concepts and gained a better understanding of today's business world. All teachers will learn how to teach students using new technological methods such as power point presentations, graphs, and images.

(iii) Context:

Powerpoint presentations are an example of new technology. In today's business world, we live in a computerised world. Everywhere you look, new technologies are being used to complete official tasks. It indicates that the world preferred paperless work. RAV's Laxmichand Golwala College is also beginning to implement the use of new technologies for teaching purposes, but they must first prepare themselves, which they do through teacher power point presentations. As a result, all teachers are able to teach using new technologies without errors or questions, and to deliver lectures using power point presentations with less content for greater knowledge and skills.

(iv)The Practice:

From 6/7/2019 to 16/08/2019, RAV's Laxmichand Golwala College of Commerce and Economics teaching staff make presentations on various subjects and present/show their power point presentation in every meeting of the week for two months with collaboration and individually listed topics. The presentation took place in RAV's College Audio Video Room and Ruia Hall.

The meeting was attended by all teachers, as well as the chairperson and convener. All of the teachers tried their hardest to do their best without any errors or questions. Other people learn and gain new ideas, skills, and knowledge from these presentations. All teachers use the same approach when teaching students. The meeting featured approximately six presentations. The following is a breakdown of all presentations.

Sr. No.	Date	Name of Teacher	Topic Name	No. of participants
1	06/07/2019	Mr. Vikas Singh	Presentation on E- Learning	31
2	13/07/2019	Mr. Sanjay Dhage	Importance of communication in teaching	30
3	26/07/2019	Miss. Nishmita Ahuja	PPT on GST	34
4	26/07/2019	Mr. Ashish Chavan	PPT on New Education Policy	34
5	09/08/2019	Mr. Vijay Mahida	PPT on Gross Enrollment Ratio	35
6	16/08/2019	Miss. Asha Varma	PPT on Mutual Fund	31

v) Evidence of Success:

As a special subject teacher, the initiatives proved to be successful presentations. All are present or have expressed their strong skills and knowledge to contribute to the college's qualitative development. Teachers' active participation in the presentation resulted in the topics and imported skills, which are indicators of the success storey of their involvement. The feedback from the audience/listeners is yet another indicator of a successful presentation by a teacher. All of the presenters show an interest in the topics chosen for today's business world. All teachers have now decided to incorporate these presentations into the academic curriculum of their specialty programme and subject. This made all teachers in improving the quality of their instruction in this new business world.

vi) Other relevant information:

Power point presentations are always useful for effective teaching for teachers and successful learning for students. When creating power point presentations, teachers must focus on relevant information and concepts related to the topics and subjects. They must also focus on accuracy, ease of use, and the use of more graphs and images for the students' better understanding.

Best Practice -2**i) Title: Colour Identity Cards for students as per programme.****ii) Objectives:**

As a degree college offering UG and PG, RAV's Laxmichand Golwala College commerce and economics offers a wide range of courses. Over 3,000 students have been admitted to the college based on their course/stream. The college begins using colour identity cards based on the course. Each special course has a unique colour. The class is divided into three shifts. Students in college camps are easily identified by security guards and teachers due to the use of colour identity cards. Color identity cards are also useful during exams to identify genuine students and ensure that the exam runs smoothly without the presence of fake students. It is mandatory to wear an identity card when entering the college campus, and security guards check all students with their course identity cards before allowing them to enter.

iii) Context:

Color identity cards are not only useful for identifying students, but they also aid in security by allowing students from different courses to work on different shifts. It is beneficial in avoiding overcrowding and also in avoiding barriers for other courses due to a lack of disturbances. Because of colour identity cards, there are fewer lecture bunkers, and almost all students attend their lectures on a regular basis.

iv) The Practice:

Many courses in commerce, accounting, banking, financial markets are available at RAV's Laxmichand Golwala college. Depending on the course, the college issues different coloured identity cards to all of the students enrolled in that course. The following is a list of courses and colour ID cards

Sr. No.	Course/ Stream	Identity Card Colour
1.	B.COM	Orange
2.	Accounting & Finance	Blue
3	Banking and Insurance	Red

4	Bachelor of Management Studies	Blue
5	Financial Market	Green
6.	Investment Management	Yellow
7.	Transport Management	Purple

All students must wear / carry their identity cards during the examination. Otherwise, no one is permitted to take the examination. If a student loses or forgets his/her identity cards, he must immediately contact the office staff for a receipt or duplicate identity, providing his/her details by displaying other forms of identification.

v) Evidence of success:

The initiative to identify students by providing colour identity cards based on their courses has proven to be a success in a variety of ways. All official staff work hard to make it a success by contributing various ideas and skills to make the colour identity card effective, as well as establishing the same rules and strict warnings for identity card use on the college campus and in the library, computer lab.

vi) Problem Encountered and Resource Required

The organisation has over 3000 students enrolled in various programmes. Color identity cards aid in identifying students enrolled in specific programmes. This also aids in maintaining proper student attendance and preventing outsiders from wearing fake identity cards. This system assists security personnel and teaching faculty in the organisation in managing student overcrowding by identifying them using colour coded Identity cards.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Increasing accessibility of SEBC (Socially and Educationally Backward Classes.) students through financial support”.

1. Goal:

- 1.To achieve the college's vision, i.e. to uplift students from low-income families.
2. To ensure that UGC guidelines are followed in order to improve GER (Gross Enrolment Ratio)
3. To ensure the social equity of students living in the college's vicinity by providing financial assistance and concessions.
4. To encourage students to drop out less frequently.

2. First Year Fee Concession

If a student applies for admission to a college and comes from a low-income family, the college will allow them to pay their fees in instalments and even extend the payment period until the start of semester end exams. The college has also granted fee concessions of Rs. 2000/- and Rs. 3000/- to the first batch of Specialty programmes for the first, second, and third years. Every year, the college has followed this practise to ensure an increase in GER and a decrease in dropouts. This has resulted in a positive progression of student admissions. We received a positive response and were able to improve our admission. The institute is always willing to help financially disadvantaged students.

3.College is Member of ANGC(The Association of Non-Government Colleges)

Laxmichand Golwala College of Commerce and Economics has been a permanent member of ANGC for the past seven years, and every year college students benefit from freeship that is sanctioned by ANGC.

All stakeholders who have applied for an ANGC sanction will receive free shipping. As a result, students can learn while receiving financial assistance from ANGC.

4.Fees Installment System

Students approach the admission committee at the start of the academic year. Those students who have financial difficulties and are unable to pay the full fees at once, the college offers fee instalment options. The genuineness of the problem is checked at the outset, and the cases are then directed to the Principal, who considers the merits of each case and grants the students permission to pay the fees in instalments. This has aided economically disadvantaged students in confirming their admission. As a result, the

admission committee accepts an application letter from students requesting instalment payment plans for tuition.

5. Charging only Scholarship amount of students.

A scholarship's main goal is to provide financial assistance to students. The scope of education is broadening these days, as are educational costs.

Due to financial constraints, many talented students either abandon their dreams and accept whatever they can get with their limited resources, or they take out loans from financial institutions. Loans place an additional burden and worry on students because they must be repaid with interest.

Scholarships, as opposed to loans, are forms of financial assistance for which the student is not required to repay. As a result, scholarships do not place an additional burden on students while also allowing them to pursue their dreams and ambitions.

Our institute only charges students a scholarship amount. This assists students in reducing their financial burden.

7.Helps a student to focus on his goals:

Students can focus on their goals if they are free of financial burdens and tensions. He can now work hard and walk sincerely towards his objectives.

8. Fees Structure as per University

The institute charges fees in accordance with University regulations. The institute defines the college's fee structure at the start of the admission process. It is applied for that academic year once it has received management approval. This also aids the institute in managing its annual budget.

9. Improve Key Financial Skills

Financial literacy and education can be more effective when they assist in the development of skills rather than transmitting knowledge of specific facts about financial products and services.

10. Build on Motivation.

People's motivations are used to design effective financial literacy and education programmes.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

RAV, established in 1911 by likeminded persons, set up many academic institutions, ranging from Pre-Primary level to PG level. We have applied to University for diversified course like B.Sc. in Information Technology, B.Sc. in Computer Science, B.A in Mass Media and M.Com in Business Management. The location of the College is in the prime area of Mumbai. The institution enjoys very good reputation. The strength of students has increased 125 folds within the period of 10 years. The college is highly sought after by the local community for higher education and it is also well known for its cultural & quality consciousness.

Though the College enjoys Minority status, admissions are open for all sections of the society with all facilities of Free-ships and Scholarships. Economically challenged students are given financial support.

The college offers a wide choice of Undergraduate Courses, Postgraduate Courses and various skill-oriented courses to improve English Communication among students and also get them ready to excel in their career in order to make the students Atma Nirbhar.

University examination results are always above average. Our college has accomplished affiliating university's initiatives such as Digital Electronic Paper Delivery System (DEPDS). Onscreen Marking System (OSM) and organisation of university level cultural events and Avishkar Research Competitions.

Students of our college represent in various competitions. For promotion of research culture among Faculty and students Conference and workshops are been organised.

- National Conference
- Students Research Conclave
- Workshop on revision of Syllabus
- Courses like National Institute of Securities Market (NISM), Tally-GST
- NSS Unit of the College has organised blood donation in last 5 years collected 473 bottles of blood for the nearby government hospital
- NSS Volunteer Ms Poonam Malve-(SYBIM) was selected for SRD Parade
- Mr Kiran Solanki won Gold Medal in state level open all Maharashtra State Level Kick Boxing Championship in 2015-16, won silver medal in National open Amateur and professional kick boxing championship in 2016-17
- NSS Unit of the College has constructed Bandhara in 2015-16 at Kanhol Village, Murbad Thane, 2019-20 at Manivali Village, Titwala, Kalyan, Thane Dist

Concluding Remarks :

Our college is constantly working towards for a better tomorrow. Our college promotes learning, academic excellence, community involvement, and ensures that quality system is sustained beyond excellence. The college has continuously upgraded its services and infrastructure to respond to the changing educational environments. Hence our college has applied for NAAC 2nd Cycle. Our college management has also

developed 8 storey fully air conditioned with state of the art infrastructure independent building dedicated for the College.

While heading for the 2nd Cycle of accreditations, the IQAC is pleased to report that the college has continued to move towards excellence by working upon the recommendations of the peer teams as well as suggestions of stakeholders.

The college faculty and students have dutifully engaged with people and the community, satisfying its role in making knowledge and information available to society. The College is leading through its vision towards need-based, quality and holistic education, transforming the students into globally competitive, employable and responsible citizens.

Collaborative efforts of IQAC team, support and guidance of management ensured the compilation and submission of this quality Self Study Report. We continue to march ahead to ensure that all our students are gainfully employed and contribute to empowerment of students and the progress of self, family and our nation.

We anxiously look forward to the NAAC Assessment and interaction with the Peer Team of experts in the field of Higher Education. The process of Accreditation and Reaccreditation has helped the institution in its growth. The College will strive to incorporate the recommendations suggested by NAAC for future strides towards the attainment of remarkable distinction to face the competition from the well-established Commerce Colleges in the City

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 09 Answer after DVV Verification: 08</p> <p>Remark : DVV has made the changes as per 1.2</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>04</td> <td>05</td> <td>04</td> <td>02</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>02</td> <td>03</td> <td>02</td> <td>02</td> </tr> </tbody> </table> <p>Remark : DVV has considered one programs once in a year.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	04	04	05	04	02	2019-20	2018-19	2017-18	2016-17	2015-16	03	02	03	02	02
2019-20	2018-19	2017-18	2016-17	2015-16																	
04	04	05	04	02																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
03	02	03	02	02																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>216</td> <td>148</td> <td>321</td> <td>204</td> <td>71</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>195</td> <td>132</td> <td>162</td> <td>125</td> <td>71</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per metric 1.2.2</p>	2019-20	2018-19	2017-18	2016-17	2015-16	216	148	321	204	71	2019-20	2018-19	2017-18	2016-17	2015-16	195	132	162	125	71
2019-20	2018-19	2017-18	2016-17	2015-16																	
216	148	321	204	71																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
195	132	162	125	71																	
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field</p>																				

work/internship during last five years**1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
37	37	32	26	06

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
21	30	23	19	04

Remark : DVV has made the changes as per SSR.

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year**1.3.3.1. Number of students undertaking project work/field work / internships**

Answer before DVV Verification : 2531

Answer after DVV Verification: 1256

Remark : DVV has given the value as per metric 1.3.2

1.4.2 Feedback process of the Institution may be classified as follows:**Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Answer before DVV Verification : C. Feedback collected and analysed

Answer After DVV Verification: B. Feedback collected, analysed and action has been taken

Remark : DVV has select B. Feedback collected, analysed and action has been taken as per shared report by HEI.

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

00	00	0.77	1.31	00
----	----	------	------	----

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	0.77	1.31	0.51

Remark : DVV has made the changes as per shared grants by HEI.

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

3.1.2.1. Number of teachers recognized as research guides

Answer before DVV Verification : 07

Answer after DVV Verification: 00

Remark : HEI has not shared relevant supporting document as per SOP.

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
8	2	4	7	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	3	7	04

Remark : DVV has considered only the journals having ISSN numbers and which are listed in UGC-CARE, SCOPUS, SCIENCE DIRECT & WEB OF SCIENCE.

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
06	02	05	14	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
04	02	05	11	06

Remark : DVV has considered the books and chapters having ISBN/ISSN numbers only.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
02	03	03	03	03

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
01	03	02	03	01

Remark : DVV has considered number of awards and recognitions received for extension activities from government/ government recognized bodies only from the supporting documents provided by HEI as per SOP

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 37

Answer after DVV Verification: 06

Remark : DVV has made the changes as per shared report by HEI.

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

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

Answer before DVV Verification : 100

Answer after DVV Verification: 20

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the

following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: D. 1 of the above

Remark : DVV has select D. 1 of the above as per excluded celebrations and commemorations from the supporting documents provided by HEI as per SOP.

5.1.4 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
341	216	619	685	478

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
269	195	510	415	352

Remark : DVV has considered one student once in a year.

5.1.5 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has select B. 3 of the above as per shared report by HEI.

6.2.3 **Implementation of e-governance in areas of operation**

1. **Administration**
2. **Finance and Accounts**

3. Student Admission and Support**4. Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: D. 1 of the above

Remark : DVV has select D. 1 of the above as per shared report by HEI.

7.1.6 **Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

Remark : DVV has select C. 2 of the above as per shared report by HEI.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>282</td> <td>284</td> <td>242</td> <td>210</td> <td>176</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>240</td> <td>240</td> <td>240</td> <td>201</td> <td>176</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	282	284	242	210	176	2019-20	2018-19	2017-18	2016-17	2015-16	240	240	240	201	176
2019-20	2018-19	2017-18	2016-17	2015-16																	
282	284	242	210	176																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
240	240	240	201	176																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>9</td> <td>9</td> <td>8</td> <td>6</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>08</td> <td>08</td> <td>08</td> <td>06</td> <td>06</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	9	9	9	8	6	2019-20	2018-19	2017-18	2016-17	2015-16	08	08	08	06	06
2019-20	2018-19	2017-18	2016-17	2015-16																	
9	9	9	8	6																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
08	08	08	06	06																	
2.3	Number of outgoing / final year students year-wise during last five years																				

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
789	633	596	596	438

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
911	713	646	627	451

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
35	31	31	25	23

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
33	31	31	25	23