



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

**CHEMBUR TROMBAY EDUCATION SOCIETY'S N. G.
ACHARYA AND D. K. MARATHE COLLEGE OF ARTS,
SCIENCE AND COMMERCE**

**N. G. ACHARYA MARG, NEAR SUBHASH NAGAR CHEMBUR, MUMBAI
400071**

<http://www.acharyamarathecollege.in>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Chembur Trombay Education Society's N. G. Acharya and D. K. Marathe College, was established in 1978 to cater to the higher educational needs of the under-privileged community in the vicinity. Our college is the pioneer institute in the suburb of Chembur which recognized the way forward for the wards of Socio-economically backward residents in the nearby areas. According to 2011 census, 81% of the slum population of Mumbai city resides in the areas from where we get our students. Offering higher educational opportunities in the backyard of their homes at affordable cost, only can help these students to break this barrier of background and to march ahead into various fields of interest so as to fulfill their dreams. Though almost two generations have elapsed, the picture hardly has changed due to ever-increasing population in the metropolitan city like Mumbai.

Our college is permanently affiliated to University of Mumbai and is recognized under Sections 2(f) and 12 (B) of the UGC Act. In the year 2015-16 the college was honoured by the University of Mumbai with the "Best College Award" in urban area.

The College is situated in the Chembur region of Mumbai's Eastern Suburb. It inhabits 3.06 acres area with lush green campus that enhances the college atmosphere to transform it into an educational hub.

Adhering to the Vision and Mission of our institute, using the Quality Objectives as the path forward, our institute offers not only academic but variety of certificate courses and conducts many co and extra-curricular activities to achieve all round development of students and to make them responsible and sensitized citizens of our nation. As a step forward towards this goal, college involves students in many community outreach programmes conducted through our NSS, NCC and many such departmental programmes.

College takes it as its responsibility to enhance the employability of students and fulfills it through Career Guidance and Placement cell.

The Code of Conduct of our college which includes principles of integrity, accountability, inclusiveness, commitment and sustainability of professional ethics, is strictly abided by all stakeholders who work within the institutional policies and practices.

Vision

To provide higher education opportunities to all, especially to the socially, academically and economically disadvantaged students, so as to make them good citizens and eventually good human beings.

Mission

To help the first generation learners to realize his/her potential by offering wider choice of academic programs

and motivating to participate in co-curricular and extra-curricular activities. Therefore to transform the student into a responsible, sensitized citizen by providing value-based education at affordable cost.

Quality Objectives

- To cater to the higher education needs of the wards of parents belonging to lower socio-economic and academic strata of the society.
- To introduce skill enhancing courses to make students cope-up with ever changing needs of the industry.
- To enhance and upgrade use of technology in teaching-learning, evaluation and administration as an ongoing process.
- To continuously improve the quality, systems and processes in search for excellence.
- To make students sensitized about gender discrimination, environment appreciation and protection and current societal issues.
- To instill high moral values and scientific temperament in the young minds so as to shape them to build a strong and progressive nation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Supportive management: We are blessed with the supportive and proactive management. Members take personal interest in the infrastructural development of the college and in providing variety of amenities to the students and staff. It also monitors optimal utilization of all types of resources.
2. Holistic development of students: The institution offers many regular programs, skill development and value addition courses giving wide choice to students for enhancing their competencies and employment opportunities.
3. Education at affordable cost: Students are blessed with the financial help from management, philanthropist and teachers additionally by minimal fees for many courses. Partially funded field visits/excursions/city visits, no deposit book bank scheme, strong guidance for getting advantage of Govt. schemes are given prime importance.
4. Infrastructure: Our College is located in Mumbai where space constraint is a major issue, but we are blessed to have land area of 3.06 acres with huge infrastructure and opportunity for further expansion if required in future.
5. ICT Infrastructure: 7 computer laboratories with 233 computers, many projectors, laptops, ICT enabled meeting room and conference room and broad band facility of 50 MpBS is available to enhance the teaching-learning and administrative processes.
6. Social awareness: Students are sensitized for variety of social issues like gender discrimination, environmental awareness, reduced use of plastic.
7. Diversity of students: Students flux consists of sizable percentage of minority, large number of reserved category and out of the state students. Such diversity enriches the culture of college which can be exhibited during various events held in the college.
8. Work culture: All the staff members enjoy friendly, transparent, participative culture of our institute.
9. Empowerment of women: Our College proudly portrays the appointment of women at key academic and administrative positions such as Principal, Vice-Principal, Heads of departments and Registrar. We also have floated special schemes to encourage girl students for sports, library usage and entrepreneurship development.

10. Low attrition rate: In self-financing section and due to no recruitment on approved vacant post, college appoints staff on contractual basis. The best work culture and job satisfaction, has resulted in low attrition rate.

Institutional Weakness

1. Support system at home of the students: The students belong to families from low socio-economic strata hence parents are unable to provide neither academic nor financial support.
2. Vernacular medium till entry point: Most of the students are from vernacular medium, so accommodating with English medium of instructions is a challenge for them and teachers.
3. Employed students: Students need to work due to economic compulsion, which affects their attendance not only in regular academic activities but also in many of the co and extra-curricular activities. It hampers development of their personality and getting best from their college life. None the less their results are greatly affected leading to higher percentage of students going for ATKT examinations.
4. Constraints on infrastructural expansion: Although land is available for expansion, the time consumed in getting various permissions from Government agencies, hampers the pace of academic growth.
5. Restriction on recruitment: For continuity in institutional growth and development, the number of permanent teaching staff in the College needs to be increased. Similarly, permanent/approved support staff forms the strong base of administration. However, the restriction on recruitment by Government does not permit the same.
6. Research activities: Our College is predominantly an undergraduate college which focuses on teaching and learning activities. Therefore, there is a limited scope in enhancing the research activities on campus. Only one patent has been filed in the assessment period.
7. Academic flexibility: The College being a constituent College of University of Mumbai is bound by the curriculum framed by the University. College is unable to design the syllabus as per the demography and needs of our students.

Institutional Opportunity

1. Background of learners: College considers it as an opportunity to provide higher education and to help and guide students belonging to socially, academically and economically disadvantaged community. Our college assists students to realize their potential and self-worthiness, enabling them to reach a higher cadre of the society and to make a significant contribution to nation building. College takes pride in getting opportunity to cater to the needs of lower strata of the society which directly adds value to their lives.
2. Contribution to academic world: The college has a potential to develop multidisciplinary academic collaborations, faculty development and student exchange program, etc., as we have a good network of working relationships with academicians and practitioners.
3. Participation of Alumni: With registered Alumni association and a large base of alumni, these alumni can enhance learning experiences on campus by adding relevance to the current programs offered. Moreover, they being ambassadors of college in industries and corporate world, can help in image building of college.
4. Brand value generation: Our alumni working in various fields are the ambassadors of our college in industries and corporate world. Through their better performance, they can help us in image building and brand value generation of college.
5. Employability enhancement of students: Considering the changing employment trends that require a

workforce of different traits, we have to incorporate another set of professional and job-oriented courses that meet the current needs of the industry.

6. Developing Industry linkages: There is a wide scope to strengthen old linkages and develop new links with industry and start-ups to support innovation and entrepreneurship activities.
7. Addition of new programmes: College is always looking forward for adding new relevant still regular programmes of university, short courses on online platform like “Swayam”, and indigenously designed interdisciplinary programmes. We are working on the mandatory course on English language course for all the students.
8. Community linkages: College can multiply the community linkages, so as to conduct more outreach programmes.

Institutional Challenge

1. Student-Teacher ratio: Our college is basically a Commerce programs oriented college. As per the Government guidelines, the intake per division is 120. Such a high ratio of student to teacher, becomes a barrier in providing personal attention, conducting mentoring activities, keeping track of attendance and ultimately improving results.
2. Administrative pressure: There is tremendous pressure of administrative, examination and assessment work due to sizable student strength in Commerce section.
3. Research culture: With ever-increasing demands of academic field at under-graduate level and many hurdles in getting grants and funds for research from funding agencies, keeping the teachers motivated to undertake research is difficult.
4. Student’s involvement in research: With many of the employed students having time constraints, it is challenging to expect students to involve in research.
5. First generation learners: Most of the students hail from the marginalized sections of society, many of whom are first generation learners. Parents cannot provide financial support or academic environment. Expecting quality learning from such students and uplifting such stakeholders to a desired level of academics is a challenge.
6. Gap in demand supply ratio of academic programmes: The demand ratio for some courses remains consistently high, which leads to mismatch between the intake and the institutional capacity.
7. Time consuming procedures: The initiation of any new academic program requires a long and complicated procedure for getting permissions from multiple authorities which often delays the process.
8. Cope up with changing times: The commercialization of education and change in the societal values, makes it more challenging to adhere to the vision and mission of our college.
9. Difficulties to students in applying for Government benefits: Although our college has more than stipulated percentage of reserved category students, quite less number of students applies for Scholarship and freeships. They are short of required documents. To help them in procuring the documents is a real challenge.
10. Low enrollment in add-on courses: Even after charging minimal fees and giving financial aids, the low inherent disinterest and financial constraints, results in low enrollment of many of the add-on certificate or value addition courses.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- College conducts 10 Bachelors, 5 Post graduate and 2 Ph. D. courses and 13 certificate or add-on courses.
- College ensures effective curriculum delivery through a well-planned and documented process. Being an affiliated college to university of Mumbai, college adheres to the prescribed syllabus and academic calendar of University of Mumbai. Teaching Plans, Periodical Review, Orientation Programs for First Year students, classroom assignment, seminars, class test, and mentoring program are used for effective implementation.
- Effective implementation of the curriculum is achieved through framing the academic calendar in accordance with the University calendar.
- Conduction of CIE includes internal tests, practical sessions and viva voce practice, journal assessment, open book exam, surprise and unit tests.
- Curriculum enrichment is accomplished through variety of field visits, study tours, excursions, industrial visits and many interdisciplinary, skill oriented and value addition courses. It is also fulfilled through classroom activities like seminars, group discussions, presentations and various competitions such as Poster and essay competitions.
- Internships and summer trainings are yet other methods of curriculum enrichment.
- Institution integrates cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability. This is achieved through the syllabus coverage of all subjects and through various programs conducted by committees and associations of the college.
- Teachers of the institution participate in various activities related to curriculum development and assessment of affiliating university.
- They also participate in curriculum designing through Academic Council, BOS and syllabus framing committees of university.
- Teachers are also part of Paper Setting and Assessment of University examinations.
- Some courses like Foundation Course have the project work/ assignment and most of the students are covered by the same.
- Institution obtains the feedback from Students, Teachers and Alumni on the syllabus and its transaction, feedback is regularly analyzed and kept for the ready use of the college administration.

Teaching-learning and Evaluation

- All round education: The aim of our College is to provide all-round education that focuses on the intellectual, social, aesthetic and spiritual development of students.
- Competent faculty: Highly qualified faculty is recruited to ensure high quality of education. The College has 07 teachers with M. Phil and 10 teachers with Ph.D. and 1 teacher with Post-doc as their highest qualification.
- Training to teachers: Training is offered to teachers in the form of Blooms Revised Technology and during pandemic era on online platforms on Google meet, MS Office, and Zoom. We also train the senior teachers on usage of MS Office, Google forms and what's up for variety of means of communication with students.
- Advance and slow learners: All our activities are learner centric. Special programs are offered for advance and slow learners. Remedial coaching and tutorials are aimed at supporting the slow learners. Advanced learners are motivated to take up research and are given more challenging tasks.
- Enriching learning experience: It is achieved through field trips, work-shops, educational tours, practical assignments, group discussions, case studies, extensive use of ICT etc.
- Mentoring system: It is adopted by all the departments of the college and mentees are regularly interact with their mentors.

- CIE: It includes assignments, tests, practical's and projects. The guidelines for effective implementation of internal assessment are finalised in IQAC meetings.
- Grievance committee: This Committee of the college in addition to other types of grievances also looks into the examination related grievances and has a transparent and efficient mechanism to resolve them.
- Result analysis: The robust evaluation of the attainment of program and course outcomes is done through result analysis. The result obtained is an important parameter to assess the integrity of the teaching - learning process.

Research, Innovations and Extension

- Management motivates research by providing advance for travel to present paper in foreign countries and for procuring required equipment.
- College faculty is always encouraged for undertaking research projects and publishing the same in approved journals. College happily provides all administrative support for the same.
- Research and publication: During the assessment period 3 faculty members were awarded Ph.D., one patent was filed, 54 Papers were published UGC approved while 23 research papers and chapters were published in Proceedings. 12 of our teachers have received research grants for 14 projects to the tune of Rs 5,74,000/-. 06 teachers are recognized Ph.D. guides in 4 subjects and we have two in-house research centres recognised by University.
- The students' research is encouraged which is presented at Avishkar Research Convention of University of Mumbai. Our students also completed a project on Admission software for Department of German of University.
- Innovation Ecosystem: The College promotes an innovative ecosystem for research and entrepreneurship development, by encouraging its students, holding workshops on related topics including on IPR. We invite our achiever alumni for industry interaction.
- Extension Activities: College NSS unit regularly conducts activities like blood donation drives, Swachh Bharat Abhiyan and AIDS awareness program through Red Ribbon club. It also conducts Tree plantation drive every year promoting environmental consciousness. Over the years, volunteers have been visiting areas like Govandi, Mankhurd and Vikhroli to sensitize the local community on health issues. NSS unit has undertaken 123 extension activities over last 5 years. Thus average percentage of students participating in the extension activities comes to 38.6.
- Collaborative activities: College conducted internship drives with various organizations in which 53 students participated. The internship period varied from 1 to 3 months.
- Functional MoUs: For activities like training to students on soft skills, competitive examinations, e- and green waste management etc. we have entered into MoUs with certain NGOs and professional institutes.

Infrastructure and Learning Resources

- Management has provided sizable infrastructure to accommodate all the required facilities for teaching-learning and administrative processes. And it also looks after optimum utilization of this infrastructure.
- Campus is spread over 3.06 acres of land. The campus encompasses Botanical, medicinal and butterfly gardens, Amphitheatre, AstroTurf, a canteen, Photocopy centre, Stationary shop, Gymkhana, playground and NCC obstacle course.
- College has 36 well ventilated classrooms and 01 seminar Hall, 07 computer laboratories and 09 laboratories for pure science for UG and PG programs taken together with ICT facilities.
- The IT infrastructure comprises of computer laboratories with 233 computers, 2 MAC computers and 12

laptops.

- Licensed softwares are loaded on all computers.
- All the computers are connected to Broadband internet connection with **50-Mbps** speed.
- The student to computer ratio in our college is 20:1.
- Library is fully automated with E-granthalaya ILMS and well stock of 80,000+ books and journals. E-resources are subscribed through NLIST where access to 2500+ e-journals, 3 lakhs e-books is available to 15 PCs at the Browsing Centre.
- The expenditure on books, e-books and journal subscription is 5.55 lakhs per annum.
- Average percentage of teachers and students using library per day is about 11 in the last completed academic year.
- The gymkhana covering built up area of 2823 sq. ft. is available for indoor games.
- The average expenditure per year on Infrastructure augmentation is 5.84 lakh where as physical and academic support facilities expenditure is 23.54 lakhs.
- The Infrastructural facilities are augmented and maintained through committees like College Development Committee (CDC), IQAC, Purchase Committee and Library committee.

Student Support and Progression

Understanding the financial and academic background of students, college always strives to tap various NGOs and companies under CSR funds, to bring in funds for students support and progression.

- Number of students benefited by scholarships and free ships provided by the Government agencies during the last five years: 2688, amounting to Rs. 1,74,11,584/-.
- Number of students benefited by scholarships and free ships provided by the institution, NGOs and non-government bodies, during the last five years:

502 (Rs.1729846)

College has taken several initiatives for the skill development of students. In 98 such activities held 8000 students participated.

While the number of students benefitted by guidance for competitive examinations and career counselling offered by the institution in last 5 years are 1495.

There is a mechanism to resolve students grievances through the Grievances Cell, Anti-Ragging cell and the Internal Complaints Cell of the college.

College organizes placement drives in which 100 students got the placement efficaciously.

Number of outgoing student progression to higher education during last five years is 391 due to consistent efforts by the institution. 1 student qualified for IIT/JAM exam and 1 student cleared PET exam.

Institute received total 15 awards and medals in outstanding performance in sports and cultural activities at inter-university, state and national level.

59 Sports and cultural activities were conducted.

Institution facilitates the representation of the student body in various committees such as CDC, IQAC, Student Council, NSS, NCC, Cultural, Sports also as Class representatives, event in-charges.

There is a registered Alumni Association that contributes significantly to the development of the institution through events and engagements.

Governance, Leadership and Management

- The leadership comprises of Governing Council Members of Chembur Trombay Education Society (CTES) the Principal, IQAC, Vice Principals, HODs and In-Charges of various academic and co-and Extra- curricular activities. All of them work as a team and create a healthy atmosphere within the college campus.
- CTES being the apex body, creates the frameworks, which gives a proper sense of directions to the activities of the institution and mobilizes financial resources without any interference in the academic matters.
- Moreover, CTES considers all the staff whether teachers or non-teachers as the backbone of activities of college. Hence it always adds to the welfare activities for the staff of the college.
- Principal exhibits governance of democratic nature wherein decentralization of power in hierarchical manner and participation of each faculty and admin staff is facilitated.
- An active Internal Quality Assurance Cell (IQAC) has designed a 5 year perspective plan (2016-2021) and so plays a central role in the monitoring, augmentation and sustenance of the overall quality of the institution in adherence to this plan.
- The plan made by IQAC is taken as road map and is followed religiously. This helps in upgradation of teaching and learning processes. As a part of the plan, development of Library resources, ICT infrastructure and physical facilities are added to the college. Student support activities in the form of mobilization of variety of scholarships are executed. Other than IT related training for all the staff, separate training for teachers on pedagogies while for support staff on soft skills is held. Employability enhancement initiatives for students are regularly undertaken. Add-on and interdisciplinary courses are developed and introduced.
- College Development Committee (CDC) meetings are regularly held to seek their guidance on various issues of progress of college from the societal viewpoint.
- Performance appraisal of staff is a routine annual activity. The staff is appreciated for their special contributions.
- Internal as well as external audits are conducted each assessment year and their recommendations are implemented in the next year.
- Other than financial audit, other audits like Gender, Library, Admin, Energy are undertaken for improvement of the systems.

Institutional Values and Best Practices

- The College has an active Women development cell to promote gender equity and sensitization through co-curricular activities.
- College has conducted Gender, Admin, Library, Fire and Energy Audits and the recommendations are considered for action.
- A separate committee of “Environment protection and appreciation” has designed subtle methods to sensitize students on climate and environment issues and has adopted measures to make the campus eco-

friendly. It adopts environment friendly practices and takes required actions such as rain water harvesting, waste recycling (solid/liquid waste management, e-waste management), green practices etc. through NSS, NCC and different departments and associations.

- The institution also facilitates Divyangjan friendly campus although we get very few such students.
- At Acharya Marathe College we celebrate cultural, regional, linguistic, socio- economic diversities through various student societies with great enthusiasm.
- Students and employees are sensitized through celebration of national and international commemorative days.
- Our college educates students about their Fundamental Rights and Duties as responsible citizens, through various programs organised by associations and committees.
- Acharya Marathe College is committed to a strong value system with an emphasis on ethics. College prescribes a Code of Conduct for students, teaching and non-teaching staff, to promote the core values of the college.
- Our best practices “Fascinating World of Science” a laboratory demonstration workshop for standard tenth students of nearby municipal schools and organizing “Domicile and Income Certificate Camp” in campus, for reserved category students, are relevant to our institutional context.
- Our institutional distinctiveness lies in undertaking developmental initiatives for students belonging to the underprivileged section of society and supporting them in their journey for being first generation learners.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	CHEMBUR TROMBAY EDUCATION SOCIETY'S N. G. ACHARYA AND D. K. MARATHE COLLEGE OF ARTS, SCIENCE AND COMMERCE
Address	N. G. Acharya Marg, Near Subhash Nagar Chembur, Mumbai
City	Chembur Mumbai
State	Maharashtra
Pin	400071
Website	http://www.acharyamarathecollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Vidyagauri Vivek Lele	022-25218797	9322518750	022-2521417 6	principal@acharyamarathecollege.in
IQAC / CIQA coordinator	Sujata Warrior	022-25217344	7304859553	022-2521096 2	amcollege.iqac@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	30-03-1978
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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	11-11-2008	View Document
12B of UGC	11-11-2008	View Document

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
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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	N. G. Acharya Marg, Near Subhash Nagar Chembur, Mumbai	Urban	3.06	9823

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, Commerce	36	HSC Or Equivalent	English	890	879
UG	BA, Mass Media And Communication	36	HSC Or Equivalent	English	60	38
UG	BMS, Management Studies	36	HSC Or Equivalent	English	144	143
UG	BA, Arts	36	HSC Or Equivalent	English	240	233
UG	BSc, Science	36	HSC Or Equivalent	English	120	101
UG	BCom, Accounting And Finance	36	HSC Or Equivalent	English	144	143
UG	BCom, Banking And Insurance	36	HSC Or Equivalent	English	72	67
UG	BSc, Information And Technology	36	HSC Or Equivalent	English	120	86
UG	BSc, Computer Science	36	HSC Or Equivalent	English	120	80
UG	BCom, Finan	36	HSC Or	English	60	47

**Self Study Report of CHEMBUR TROMBAY EDUCATION SOCIETY'S N. G. ACHARYA AND D. K. MARATHE
COLLEGE OF ARTS, SCIENCE AND COMMERCE**

	cial Markets		Equivalent			
PG	MCom,Accountancy	24	B.Com	English	120	87
PG	MSc,Chemistry	24	B.Sc	English	12	12
PG	MSc,Computer Science	24	B.Sc. Comp	English	20	18
PG	MSc,Information Technology	24	B.Sc.IT	English	24	18
PG	MSc,Finance	24	B.Sc	English	30	0
Doctoral (Ph.D)	PhD or DPhil,Accountancy	36	M.Com	English	4	4
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	M.Sc	English	4	4

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	3				9				32			
Recruited	3	0	0	3	2	7	0	9	5	11	0	16
Yet to Recruit	0				0				16			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				53			
Recruited	0	0	0	0	0	0	0	0	14	39	0	53
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				79
Recruited	42	12	0	54
Yet to Recruit				25
Sanctioned by the Management/Society or Other Authorized Bodies				16
Recruited	0	11	5	16
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				6
Recruited	6	0	0	6
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.	3	0	0	0	2	0	1	4	0	10
M.Phil.	0	0	0	1	1	0	0	2	0	4
PG	0	0	0	1	3	0	4	6	0	14
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	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	9	26	0	35
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	Others	Total
		13	7	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	2433	0	0	0	2433
	Female	2281	0	0	0	2281
	Others	0	0	0	0	0
PG	Male	123	0	0	0	123
	Female	125	0	0	0	125
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	3	0	0	0	3
	Female	4	0	0	0	4
	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	488	376	352	339
	Female	499	373	365	369
	Others	0	0	0	0
ST	Male	5	4	5	6
	Female	19	14	11	8
	Others	0	0	0	0
OBC	Male	336	262	318	286
	Female	301	251	267	287
	Others	0	0	0	0
General	Male	1169	1153	1039	1206
	Female	1132	1103	973	1171
	Others	0	0	0	0
Others	Male	402	256	377	266
	Female	329	251	377	257
	Others	0	0	0	0
Total		4680	4043	4084	4195

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The academic framework is very rigid in many programmes. Students cannot take choice based courses in these programmes. In that case, indigenously designed courses offer students opportunity to learn subjects in which they were interested but could not opt for these subjects during their formal education of undergraduate studies. College has indigenously designed Basic and Applied topics courses of 35 lectures duration. The details are as follows:-</p> <ol style="list-style-type: none"> 1. ACE- Accounts + Commerce + Economics course for S.Y.B.Sc. (Science) students. 2. Chemistry – for commerce (S.Y.B.Com.) students 3. Mathematics – for Science students who have not opted for Mathematics subject in the First year 4.
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	<p>Botany – for commerce (S.Y.B.Com.) students It is possible to give additional credits to students for completing such certificate courses and add to their final marksheet.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>College is the only institute under the management of CTES. Hence we do not have opportunity so no experience of any kind of transferring or accumulating Academic credits from other institute. As far as other colleges under our university is concerned, we abide by the rules of University in this regard.</p>
<p>3. Skill development:</p>	<p>To make students more employable, college always conducts various skill developments courses and encourages students to go for the same. The list of such courses is given below:- 1. NUSSD – National University of Soft Skill Development through which we conduct two different courses of Digital Marketing, Banking and Finance. 2. Tally Gurukool – Here students learn Tally ERP (now Tally prime) + Advance Excel + GST 3. MS-CIT – Basic Computer training course which is also required to be done for Government jobs in the State of Maharashtra. 4. Teach India – For spoken English conducted by Times of India for our Students, as most of the students belong to vernacular medium. 5. Effective English Skills Courses related to IT field 6. PHP Project Development 7. Raspberry 8. Cross platform mobile application development 9. Python Web Framework with Django 10. Free and Open Source System 11. Cloud Computing 12. WordPress and Drupal 13. Big Data and Hadoop 14. PHP MySQL 15. Docker - Empowering app Development 16. Diploma in Coder technology Java with Android 17. Data Science 18. Cloud Computing –AWS</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>About 90% of our students learn in vernacular medium till their SSC and hence find it difficult to acclimatize with English as medium of instruction in the college. However, understanding this difficulty of students, many of our teachers try to explain the concepts to them either in their mother tongue which is usually Marathi or in national language Hindi. This makes learning a comfortable experience for these students. Moreover, university has permitted to write answers papers in Marathi for certain courses. Teachers then give notes to students in other languages wherever possible. Many a times teachers</p>

	<p>site examples to students belonging to regional culture while explaining some concepts as students do have reference of this cultural background.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>College communicates with Industry officers to know the requirement of industry from their employees in current times. Accordingly, we either invite appropriate institute to conduct corresponding courses. Alternatively, college teachers indigenously design such courses to make students employment ready. The placement after successful performance at the campus interviews is a measure of outcome based education. Another measure of OBE, is the behavioral pattern of Alumni in the society or as a responsible citizen. We tend to felicitate such Alumni at Alumni meet to set an example for the current students about the expected outcome. To give the society in terms of Civic Sense, sensitivity towards social issues and gender equality also is an OBE.</p>
<p>6. Distance education/online education:</p>	<p>College offers following Distance Education/online courses: ? Study Centre of IDOL (Institute of Distance and Open Learning) for University of Mumbai is run in our college. Students who are employed on full time basis or students who could not continue their formal education can be benefitted and get Bachelor's and Master's Degree through this center. ? Our college is also a Centre for YCMOU (Yashwantrao Chavan Maharashtra Open University) wherein the students who had to leave the formal education half –way can study in distance education mode.</p>

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
659	670	624	601	605
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
16	15	15	14	14

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044
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

2020-21	2019-20	2018-19	2017-18	2016-17
2379	1841	2073	1818	1904

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1403	1224	1156	1295	1240

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

2020-21	2019-20	2018-19	2017-18	2016-17
83	80	76	79	71

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
44	44	44	44	44

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)

2020-21	2019-20	2018-19	2017-18	2016-17
246.30	362.24	369.53	350.64	325.95

4.3

Number of Computers

Response: 233

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:

Being an affiliated college to University of Mumbai, we use the prescribed syllabus and academic calendar provided by university.

In order to ensure effective curriculum delivery and systematic implementation of the prescribed syllabus we ensure the following.

1. **Academic calendar** is prepared as per the guidelines of University of Mumbai.
2. The curriculum is distributed to teachers by holding first meeting of the academic year by each department depending upon their workload.
3. The teachers prepare the '**Teaching Plan**', which includes the subject details, the number of lectures needed for completing the different modules in each subject and the actual dates of module completion.
4. Periodical Departmental meetings are conducted to discuss **adherence to teaching plan**, response of students, different methods for effective curriculum delivery.
5. HOD'S and course Co-ordinators regularly monitors effective implementation of teaching plan and progress of teaching- learning.
6. College Administration takes **periodical review** of the above process during HoD meetings and if required corrections are suggested.
7. The College ensures that teachers participate in **Syllabus Revision Workshops** in order to update themselves regarding the curriculum to be imparted to students.
8. Principal encourages staff to update themselves regarding new technology and methodology in teaching and learning such as effective use of **Information and Communication Technology** tools.
9. **Orientation Program-'DIKSHARAMBH'** is conducted for the First Year Students to familiarise themselves with the learning environment and also with the availability of support facilities, examination, attendance and institutional rules.
10. Class room lectures are supplemented with **doubt solving sessions and Mentoring** as per the requirement.
11. Classroom assignments, Open Book Tests and Class tests are conducted.
12. Teachers supplement classroom teaching with power point presentations, seminars, group discussions, storytelling, videos and short films.
13. Teaching faculty, particularly after the onslaught of pandemic covid-19, is increasingly using Zoom, M.S. Teams, Google classroom and such **online platforms** which enhances teaching and learning process.
14. Our college regularly takes **feedback** from various stake holders, especially from students using elaborate questionnaire. Responses from the stakeholders are analysed and used to improve effective curriculum delivery.

The essence of such feedback is communicated to university of Mumbai through various forums, formal and informal, in order to ensure appropriate changes in syllabi. Upgradation of syllabi based on such feedback will not only enhance knowledge but also enhance employability of students across the University of Mumbai.

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 communicates annual academic calendar at the beginning of the academic year. On the basis of the same and after due consultations with HOD's and Course Coordinators, college academic calendar is prepared. The same is communicated to all through internal circular/notice.

The academic calendar includes the academic details especially reopening dates and last dates of terms, semester-wise examination schedules for internal and external examinations, number of instructional days, holidays, vacations, and also covers the schedules of extra-curricular activities. Utmost care is taken to ensure holistic development of students. Thus, the calendar gives faculty and students a lucid picture of the activity schedule and outline of the activity schedules of the whole academic year. Further, it is ensured that this calendar will be adhered to. On the basis of the calendar, each department makes its own academic calendar. The teachers prepare **TEACHING PLANS** which includes a detailed teaching schedule-module-wise/ chapter wise. The calendar facilitates planned coverage of syllabus. The dates of Internal written tests, practical, Viva-voce, journal assessment examinations are considered while making departmental academic calendar. Normally this schedule is followed with the required changes as per the instructions of college administration. Based on the inputs from various committees including examination committee, college makes required corrections in the academic calendar in the subsequent year.

Needless to say that **CONTINUOUS EVALUATION** of students yields better results. College takes special efforts for continuous evaluation of students and they include the following methods along with several other efforts:--

[A] **Regular Internal Class Tests** in the appropriate formats with advance intimation to students for the preparation. We share the results and analyse their responses for improvement with students.

[B] The subject of Foundation Course is taught in all the streams for first year and second year as compulsory subject for our UG classes. Students have to undertake the **Project Work** for this subject which helps not only in revision of the subject but also is helpful for better understanding of the subject. This serves the purpose of continuous evaluation.

[C] **Field visits, excursions, study tours and industrial visits** are the part of academic planning and calendar especially of PNG UNIT of college. These methods help student understand the subject

practically and the reports on these visits are the part of Continuous evaluation.

[D] Our science faculty regularly conducts **Viva Voce during regular practical sessions, weekly tests, open book tests etc.**, which amounts to continuous evaluation and doubt clarification.

[E] **Unit tests** are conducted by all departments of PNG UNIT of college.

File Description	Document
Upload Additional information	View 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
Any additional information	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: 16

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

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

Response: 10

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	1	1	0

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: 2.38

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

2020-21	2019-20	2018-19	2017-18	2016-17
51	211	156	75	0

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:

We try to sensitize our students to several cross cutting issues relevant to current pressing concerns both nationally & internationally including gender justice, environment & sustainability, human values & professional ethics.

Following are some of the important activities conducted by us in relation to above:

[A] The courses in curriculum like Foundation Course, taught across all the B.Com./B.Sc./B.A programmes includes human values, professional ethics, gender based issues & environment and sustainability. It addresses Gender issues like Female Feticide, Dowry & rights & duties of Indian citizens as per our Constitution. Similarly, in Commerce Stream there are several subjects including Commerce paper 1 to 6 and Business Law which covers the issues like consumer protection, Human values and environment. Also, the course on Environmental Studies addresses Environment and Sustainability. There are Green Energy & Green Technology courses for B.Sc. (IT/CS). The courses like Organizational Behaviour, Business Environment, Sociology, Human Resource Management, etc. are the part of the curriculum to endorse professional ethics.

[B] Apart from creating awareness through classroom teaching our college has constituted several committees and forums which through their programmes and events, sensitize students about several cross cutting issues in order to ensure a positive perspective towards life, career and happiness. Following is the broad outline of our activities:

1. To ensure total absence of ragging in College, the **Anti- Ragging Committee** is constituted, as per the guidelines of UGC and the University.
2. The National Service Scheme (NSS) conducts **Blood Donation Programmes, Organ Donation Awareness Expert Talk, Voter Awareness and Registration, Road Safety, No Honking, Responsible Driving and Responsible Living, Malaria & Dengue Awareness Programs.**
3. The National Cadet Corps (NCC) conducts programs like **World AIDS Day Rally, Crowd Control** and ensures smooth and peaceful Ganapati Immersion Procession. They also undertake **Tree Plantation** and **Swachha Bharat Abhiyaan** activities.
4. We organise several **Intercollegiate Functions/Competitions** which cover various aspects of human values, gender, professional ethics & environmental issues such as Phoenix, Pixel & Techage where students show their talent in skills like **Communication & Marketing**, that improves their ability to be better entrepreneur.
5. The College believes that discipline is the foundation of ethics. Hence the college has formed

Discipline Committee which not only maintains discipline in the college but it also enhances **Gender Justice, Environment Sustainability, Professional Ethics & Human Values.**

6. Women Development Cell (WDC) promotes **Gender Equality** by having participation of both male and female teachers and students.
7. Health Care Centre of our college organizes many seminars and programmes to deal with **Female Related Health issues, Malnutrition, issues with Menstruation** etc. This committee works in close coordination with WDC.
8. **COLLECTION & DISPOSAL OF E -WASTE** is done by college through authorized agency & students are made aware with this kind of activity.
9. Essay competitions on the theme related to **National Heroes and Social Reformers** are organised due to which participating students inspired to read biographies of such great personalities.
10. NSS unit celebrates the **National Constitution day on 26 th Nov** each year wherein students take oath to adhere to the constitution.

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: 4.44

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

2020-21	2019-20	2018-19	2017-18	2016-17
28	28	28	28	28

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

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest

completed academic year

Response: 66.07

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

Response: 3092

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: B. Any 3 of the above

File Description	Document
Any additional information (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: C. Feedback collected and analysed

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 88.77

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

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5176	5047	4987	4378	4230

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

2020-21	2019-20	2018-19	2017-18	2016-17
2379	1841	2073	1818	1904

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 institution is committed to creating an environment to nurture students from diverse backgrounds. The faculty and staff work towards providing equal learning opportunities through academic, co-curricular and extra-curricular activities.

Methodologies adopted for assessing the Learning Level of students:

1. Profile of the Students: As per the policy and procedure, right from the time students are admitted to the Institute, an assessment of their learning levels is done.
2. Background of students: The College strives to cater to the needs of students from diverse backgrounds including backward communities as well as different locales.
3. Multidisciplinary activities: Many activities like guest lectures, field visits, and competitions, conducted by the college are multidisciplinary in nature which can be beneficial to students from all disciplines (Commerce, Arts, Science, Media, Management, Finance etc.)
4. Performance at the Exams: On the basis of the entry level marks, slow learners and advanced learners are identified. Students with less than 45% marks are categorized as slow learners and those with more than 70% marks are categorized as advanced learner.
5. Performance of students is monitored during the Concurrent Evaluation System consisting of assignments, tutorials, tests etc. Students who score less than 2 marks in a 10 marks tutorial are categorized as slow learners and those with more than 8 marks are categorized as Advanced Learners.
6. Communication Ability: Students from vernacular mediums and rural backgrounds find it difficult to communicate in English and having low scores are also categorized as slow learners.
7. Slow learners are identified through their first semester results.

Special Programs Offered for Slow learners:

1. Remedial lecture: Remedial sessions are arranged for the slow learners throughout the duration of the program. These sessions are in addition to the respective Time Table of teachers.
2. Mentoring sessions: Student to teacher ratio for mentoring sessions is 20:1 hence proper attention is given to improvement rate of students.
3. Personal attention: Faculty members pay personal attention to the students in class thereby motivating the students and boosting their confidence.
4. Parents meeting: Periodical parent - teacher meeting is called to provide feedback on the development of slow learners.
5. Additional study material: Slow learners are provided with notes in question answer format in easy language, FAQ in university exams, links for youtube videos etc.

Special Programs Offered for Advance learners:

1. Developing research aptitude: Advance learners are encouraged to take up research projects in

University level program- Avishkar Convention and activities of Marathi Vidnyan Parishad.

2. Participation in Aptitude test: Students are encouraged and guided to take a written test annually conducted by Indian Chemical Society.
3. Professional development strategies: Advance learners are encouraged to participate in Hand on Training Programs and internship programs. Faculties motivate such students to take up competitive examinations like IIT JAM, GATE, NET, SET MPSC, UPSC, MBA-CET classes and IBPS classes in the college.
4. Leadership Qualities: The advanced learners are encouraged to take up leadership roles by giving them the responsibility of organizing various events. To enhance the team building capabilities, they are made members of various college committees like Placement Committee, Cultural Committee etc.

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: 56.39

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:

Students are one of the important stakeholders of any educational institution. The Teaching and learning methodologies should necessarily be student-centric, as it teaches students to set and achieve their educational goals, foster critical thinking and self-reflection skills.

The different methodologies adopted by departments are:

- **Experiential learning:**
 - Field visits:
 - Botany- to study the coastal and marine biodiversity, excursions, to study the flora and to research institutes as NIRRH.

- Zoology- to study fauna the natural habitat, animal kingdom and biodiversity.
- Geography- to understand integrated farming management and visit natural heritage centers like Yusuf Meherally.
- Physics – for on-field experience at the Solar Biomass Hybrid Power Plant and to science museum the Science Park.
- Economics and IT/CS- to witness the progress of rural India becoming a model of environmental conservation for the world, 'Ralegaon Siddhi' and Hiware Bazar, Ahmednagar, Maharashtra.

- Industrial and Institutional visits:
 - Chemistry- to chemical research institutes like ICT, TIFR, BARC, to agro processing industries like FDA, MAPRO and to centers promoting socially useful research like Marathi Vidyan Parishad.
 - Physics- to research institutes pioneering advance science and technology in India like IIGM, IISER, BARC and TIFR, and to HBCSE encouraging scientific literacy in the country through Physics and Maths popularization activities.
 - Accountancy, Commerce and Management- to Credit Society, bank visit, RBI and BSE visit for studying auditing, financial management and quality control.
 - English- to American Centre Library and TISS for enhanced exposure English literature.
 - Commerce- R City Mall to understand retail and mall functioning.
 - Psychology- to Canosa Special School for interacting with students having psychological problems.
 - IT/CS- Nehru Science Centre and Planetarium
 - BMM- to picturesque, panoramic places like Jaipur, Udaipur, Nainital & Manali.

- Educational visits:
 - Visit to events like Tata Litfest (English) and Manatarang Film Festival (Psychology)
 - Marathi- to Akhil Bhartiya Marathi Sahitya Sammelan
 - Commerce- Bhau Daji Lad museum to study rich and cultural heritage of our country.

• **Participative Methodologies are as given below:**

- Intercollegiate competitions

- Various departments (Botany, Zoology, Physics, Accountancy, Chemistry, Geography) motivates students to participate in intercollegiate competitions and group discussions (IT/CS, BAF, BBI, BMS, BMMC) creating a sense of teamwork, self-control, communication etiquettes and discipline.
- Participation in short-term course on Data science, Cloud computing, Cyber security, Python framework & Software testing.
- Activities of Sports club and Cultural Association promote independent learning.

- Problem Solving Methodologies are adopted (Maths, Physics, IT/CS) for better understanding of a subject.
- Research Projects:
 - Students participated in the Avishkar Research Convention and presented their research. (Psychology, IT/CS) and science projects at Vidnyan Mela at the Marathi Vidnyan Parishad (Chemistry)

- Internships:
 - B.A. students were selected by Ankur Pratishtan for interning with them in orphanages in Mumbai.
 - Contributing to College Magazine, Drama and Poetry:
 - English, Marathi and BMM encourage students to write articles and poetry for college magazines. Also portions of drama from eminent literature are enacted and poetry is read.
 - Departments had arranged workshops and guest lectures by eminent experts / industry professions, creating strong academic-industry connections.
 - Various add-on programs (Tally, Soft skills, etc) make students employable.

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 ICT method of teaching is one of the most effective ways of communication that helps the teachers to interact better with the students in and off the classroom. It not only keeps the students engaged in the topic but also helps them to grasp the topic better. It also improves the learner's motivation to learn. It turns the topic to a learner centric environment.

ICTs are used in education in two general ways:

1. Supporting existing 'traditional' teaching practices
2. To enable more learner-centric models.

ICT-enabled tools for effective teaching and learning process

The college follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to the chalk and talk method of teaching, the faculty members are using the IT enabled

learning tools such as **PPT, Video clippings , Audio system, online sources**, to expose the students to advanced knowledge and practical learning.

2. Some of the classrooms are **fully furnished with Computers and projectors with Wi-Fi** connections.
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
4. Now-a-Days due to the pandemic all the lectures are taken online with the help of various applications such as **Zoom, MS Teams, Google Meet** etc. The regular **class tests** and semester exams are also conducted online through **google forms** and exam portal. Students are trained for the same and then the exams are conducted in online mode.
5. For better understanding and grasping of the topics and concepts, notes are also prepared using Microsoft Word, Excel and PDF. Links of various **online Youtube videos** are sent to them for thorough understanding.
6. Moreover many competitions are organized by various departments like Poster, Essay, Elocution, Quiz, Video making etc to boost the learning capabilities of our students through various online modes.
7. In addition to laboratories, few **computers are allotted** specifically for students to use in library, computer laboratories as well as in staff room having wifi facility. Students who don't have internet connection at home use this facility **for preparing projects, accessing their emails and research work**. Students are encouraged to use the technologies for in depth insight of their curriculum through various project work and assignments. They are also encouraged to present the topics in the lectures via power point.

Institute premises are Wi-Fi enabled

1. Specialized computer laboratory with an internet connection has been provided to promote independent learning. MAC systems are provided in the labs for the students.
2. Enough security is provided to Wi-Fi users. Its access is controlled by the system administrator.

The ICT system helps the teachers to maintain-

- Transparency across all institutional activities
- Obtain real-time information for institutional progress
- Streamlining the daily activities without possibility of errors
- Saving time in traditional methods of teaching
- Optimizing the work processes while ensuring accuracy
- Minimizing the communication gap between all stakeholders

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: 56.39

2.3.3.1 Number of mentors

Response: 83

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: 176.82

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

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: 11.03

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	09	09	08	07

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: 9.65

2.4.3.1 Total experience of full-time teachers

Response: 801

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 process is transparent and compliant with the University of Mumbai guidelines. Students and their parents are informed about examination process through orientation program in the First Year. Semester end and internal examinations of Undergraduate programmes are handled by examination committee.

The examination committee performs following functions to maintain transparency and robustness of examination procedure:

- A tentative schedule of examination is published in the academic calendar, admission prospectus for students and academic dairy for teachers in the beginning of academic year.

Internal Examinations:

- For internal examination, syllabus is declared by subject teacher.
- Evaluation method comprises checking and reporting the periodic performance of the student which includes attendance, practicals and viva voce. Attendance record is periodically displayed for students to improve on it.

Semester End Examinations:

- Semester end examination is conducted on entire syllabus.
- Actual time-table and the seating arrangement is displayed on notice boards, whats app grs, digital notice boards and website of college well before the examination.
- 3 sets of Question papers are prepared for secrecy. These papers are coded. The question papers are verified to eliminate errors and stored in sealed envelope.
- Supervision duty chart is drafted and informed to teachers.
- Separate seating arrangement is made for students with learning disability and they are provided with writer, reader and extra time as per university guidelines.
- Any unfair activity of the student is reported to Unfair Means Committee for appropriate investigation and action.

Frequency of examinations:

- All semester end, internal and practical's are conducted for under graduate programs.
- Project evaluation and Practical examinations are conducted as per requirement of Programme Structure by the respective departments.
- Additional examinations are conducted for the students either on medical ground or for participation of activities approved by as per university guidelines.

Conduct of actual examinations:

Offline mode:

- Exams are conducted under strict supervision and digital surveillance by CCTV.
- Proper attendance and supervisor report is made by the supervisor which is maintained by the exam committee.

Online mode:

- Online exams are conducted on Quadruple Software System, in which multiple subject exams can be held simultaneously for nearly 1000 students.
- Software consists of facility of Proctoring, digital attendance with student's photo and auto generated results.

System of Assessment:

- There is complete transparency in the internal as well as external assessment as the model answers and marking scheme is prepared and adhered to.
- Assessment is done by the respective subject teacher through Centralised Assessment system. Moderation is carried out as per norms of University.
- In case of examination in online mode, assessment is pre-assigned and time for accepting responses

is pre-defined.

Maintenance of record:

- All the records and data bank of attendance in internal and semester end examinations, Question papers, assessed answer sheets/copies, summary of marks sheets, are properly maintained by the Examination committee.

Declaration of results:

- As in online mode, valuation and result is auto generated using the software, the declaration of result is transparent and faster.
- In offline mode, the result is declared within stipulated time 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:

N. G. Acharya & D. K. Marathe College is a constituent college of University of Mumbai and therefore it follows the guidelines set by the University for the Conduct of examinations and resolving examination related grievances.

The institution has a well-defined system in place to deal with examination related Grievances. The mechanism to deal with exam related grievances can be classified for Internal exams and External exams separately.

- Internal Examination (College Level):

The Internal assessments are conducted through Semester End exams of Semester I, II, III and IV that college conducts on behalf of University of Mumbai. Class Tests, Tutorials, Assignments, Projects and Presentations, all of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner.

The College follows a completely well-established external/internal assessment and attendance management system. Details of evaluation of semester end exam, assignment and test / project marks are maintained by examination committee.

As per university guidelines Moderation is done at the college level that looks into any discrepancies in the evaluation and takes requisite steps to ensure transparency and objectivity.

The result of the Semester I to IV examinations are declared within 45 days from the date of last examination as per University rules. The students can check their marks and approach the Examination committee directly in case of any clarification or discrepancy.

Thereafter a schedule for the following processes is released:

1. Verification of answer books (Checking the marks and total of marks of answer books)
2. Applying for photocopies of answer books: Students can ask for photocopy of answer books, if found unassessed/defective then can ask for revaluation of answer books
3. Revaluation of answer books: Assessing the exam paper again by masking the original marks.

The Examination committee addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment.

The outcome of the revaluated papers is displayed on the notice board. Any query of students regarding the feedback and revaluation is thoroughly addressed by the respective teachers.

The examination committee displays notices prior to term examination, warning them against malpractices and punishment to face thereafter. The unfair means committee communicates to the students and hold an enquiry meeting and decide on its decision. The decision decided as per university ordinance is taken after the students are allowed to present their case.

- **External Examination (University Level):**

In case of Semester 5 and 6, after declaration of results, if any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University of Mumbai by the College.

The further re-assessment process / grievance, if any, reported by a student is resolved in the same manner according to their guidelines.

Hence the College employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievances related to examinations.

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 program outcomes give a broad expectations that would be accomplished within a given program, and course outcomes specify the expectations for a particular course, which will ultimately lead to the program outcome.

The purpose of mentioning the outcome of a course or program is to make the expectations and priorities clear, so that students become aware about the take away from the program and courses before they start learning the same.

- Learning outcomes form an integral part of our college vision, mission and objectives.

Awareness of Teachers about learning outcomes:

- At the beginning of the academic year, during the monthly meetings of the departments, teachers are well communicated about the program and course outcomes.
- The college deputed teachers for participating in workshops on revision of syllabus organized by the university as well as related seminars, conferences and FDPs to enrich them on POs and COs so as to attain the same while teaching in the classes.
- The teachers who are the members of syllabus revision committees, enlighten other teachers about the perceived learning outcomes for the programs and courses.

These processes help teachers in bringing out the desired outcomes.

Awareness of Students about learning outcomes:

- Students are asked to surf the affiliating University website which is the primary source of attainment of the learning outcomes defined by the university.
- The general learning objectives are communicated to students through various means such as college prospectus, Principal's address to students and parents, Alumni guest lectures and dissemination in the classroom by concerned staff.
- The common learning outcomes are prominently featured on college boards, college website, college magazines and other publications brought during conferences and seminars.
- Students are made aware of the general learning outcomes as part of Diksharambh (Students Induction Programs).
- The specific program and course outcomes are conveyed to students in the orientation lectures for the program by Heads of the departments and by Course Coordinators and also during classroom discussions, expert guest lectures and practical sessions.

Role of Alumni

- Alumni are also invited as guest speakers and to interact with both students and teachers at specific events where they share their experiences on a particular course/program which helped in shaping their career. Such interactions help students to align better with the specified course outcomes.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	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:

Our college is affiliated with the University of Mumbai. We offered undergraduate, postgraduate and PNG courses under the faculty of Arts, Commerce and Science. For these Programs courses, our college follows the curriculum designed by our affiliated University.

At the college level evaluation of the attainment of program outcomes, program-specific outcomes and course outcomes are done through the Direct method (Result Analysis), which helps to improve the educational quality of the college and graduate, postgraduate. The POs, PSOs and Cos are evaluated by the college and the same is communicated to the students in the formal way of discussions in the classrooms and the departmental notice boards.

The attainment levels are finalized at the college level and conveyed to IQAC through an internal examination committee.

After measuring attainments of POs, PSOs and Cos, it has been observed that the strength of the students, as well as the passing percentage of the students, is slowly increasing. Besides, students' progression to higher studies that are from undergraduates to postgraduate seems to be increasing consistently and rapidly in the span of 5 years. Subsequently, the college took care of the attainment to measure the POs, PSOs and Cos and implemented the mechanism as follows.

- The college followed the academic calendar of our affiliated University
- All the subject teachers maintained Academic Diary in every academic year.
- The examination committee prepared semester-wise evaluation reports.
- The examination committee analyzed evaluation reports of results.

Program outcomes of Bachelor of Arts are as follows:

- Critical and creative thinking of the students have been developed.
- Students developed their communication skills.
- Ethical values are inculcated among the students.

Program outcomes of Bachelor of Commerce are as follows:

- Students received the knowledge of the application of basic skills necessary for the analysis of programs in Economics, Accounting, Marketing, Management and Finance.
- Understanding of the student is improved of national economics and business scenario.
- Students gradually developed their entrepreneurship and started thinking about the operation of a business.

Program outcomes for the Bachelor of Science are as follows:

- The students understood the fundamentals of science education.
- The students' knowledge of all basic sciences is enriched.
- An interdisciplinary approach amongst students has been developed.
- Sense of scientific responsibilities, social and environmental awareness has been inculcated among the students.

Program outcomes of PNG courses:

- Students are able to
- To improve the ability to impart knowledge in various domains and to solve real-world problems with modern technological tools
- Communicate effectively on problems, issues and solutions with the community and with society at large, such as being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
- Understand, analyze and develop computer programs in the areas related to algorithms, system software, compiler design.

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: 73.05

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

2020-21	2019-20	2018-19	2017-18	2016-17
1093	1081	716	750	718

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

2020-21	2019-20	2018-19	2017-18	2016-17
1189	1240	1125	1245	1153

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: 3.61

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: 5.74

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)

2020-21	2019-20	2018-19	2017-18	2016-17
00	0.95	1.20	0.30	3.29

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](#)

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

Response: 7.23

3.1.2.1 Number of teachers recognized as research guides

Response: 06

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

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

Response: 13.41

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	3	1	5

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	16	15

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	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:

The college promotes an ecosystem for research and entrepreneurship development, to promote innovation by encouraging its students and also Alumni.

Research: "Avishkar Research Convention" is the university and state level research project competition and an initiative by Hon. Chancellor of the universities in Maharashtra to promote research in higher educational institutions. Every year college encourages students to participate in it by guiding and providing the facilities.

Interdisciplinary courses: Short certificate courses by various departments lead to better employability. The certificate courses include areas of accountancy, stocks and information technology. Even areas of Botany, sociology are effectively covered leading to a more holistic development and sense of effective consciousness towards the bliss of nature and society.

Moral value inculcation: A unique and innovative certificate program 'Jeevan Ke Rang Kahaniyon Ke Sang' develops the wonderful art of storytelling in minds of the student, at the same time inculcating eternal values into them.

Entrepreneurship Developments: The college supports students **for entrepreneurship endeavours** and contributes to their progress.

The students of Information technology developed a software for Department of German, University of Mumbai. The software promoted ease in admission for part time courses creating pathways towards linguistic development.

Every year college holds a fair wherein students are given chance to display their skills or sale material. The students are encouraged to market their product and the students earning maximum profit are appreciated with certificates.

Women development cell encourages girl students to show their skills like in cookery, embroidery, make to present before the audience and are given honorarium and certificate of appreciation.

Not only to the students but college takes privilege in encouraging its alumni for the same.

Mr. Pramod Yelwe, the Alumni of the college was encouraged by the college to utilize the seminar hall of the college for the launch of his organisation 'Arthambh Wealth' that caters to various financial services. He was also given the opportunity to market his services to the teachers and some of interested students as well.

Mr. Girish Hubale who passed the T.Y.B Com. Examination from our college was given classrooms to conduct lectures and render physical training to the students of his venture, 'Siddhivinayak Career Academy) for last 4 years in order to train students to enter Maharashtra Police Services.

Mr. Ajay Raste was given the seminar hall to conduct dance classes as a part of his venture 'Sparker Dance Academy'. The Academy later branched out into 'Marshal Arts' and 'Zumba' Fitness Sessions for which he had full support. He was allowed to put banners and market his academy with full zeal and enthusiasm.

IPR related activities: The college has successfully seminar on intellectual property rights, developing the need for understanding patents, copyrights and making students and teachers aware of authentic, plagiarism -free research. Such conferences not only create awareness on intellectual property rights but also turn students into responsible citizens of tomorrow.

File Description	Document
Upload any additional information	View Document
Paste link for 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: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	0

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: 2.33	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
Response: 14	
3.3.1.2 Number of teachers recognized as guides during the last five years	
Response: 06	
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
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years				
Response: 0.69				
3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.				
2020-21	2019-20	2018-19	2017-18	2016-17
11	10	9	14	10

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: 0.33

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	10	08	05	02

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:

N.G. Acharya and D.K. Marathe College of Arts, Science and Commerce was founded in 1978 by Chembur Trombay Education Society to fulfil the educational aspirations of the underprivileged sections of the society and the local community. The college has a strong system of conducting outreach activities in its wide ranges of courses and programs to make path breaking contributions to the community and society at large. There have been many extension activities over the course of five years to enhance and empower the students. Teachers have strived to sensitise students towards health, sanitation, education, rights and duties, environment, government policies-schemes and livelihood earning.

NSS: We have a large NSS unit comprising of 300 volunteers. It conducts many extension activities in college for sensitizing students to social issues which brings about holistic development of these volunteering students. It holds Swatchhata Abhiyan, rally on World Aids Awareness Day through the Red Ribbon club, No Smoking and drinking rally, Crowd Control activity during Ganapati festival for nearby community.

Considering the need and importance of nearby municipal hospitals Blood Donations drives are held regularly in college by NSS in collaboration with NCC unit of college.

The amphitheatre and seminar hall of college are the centres of activities on social issues such as street plays and skits, screening of movies on issues such as ill effects of Alcohol and smoking, anti-superstitions, no gender discrimination, equal opportunities to all genders, 'Beti bachao-Beti padhao', no plastic, environment protection, road safety etc.

The college arranges Tree plantation drive every year and the botanical garden boasts of a variety of plants enhancing the holistic appeal and promoting a sense of responsibility towards nature in the mind of the students.

Due to Tropical climate and cases of Malaria around the vicinity, the college creates awareness programs as well as gives insights on garbage management amongst students through street plays.

The college NSS unit has adopted a village near Panvel wherein they conduct many activities and competitions for energizing and encouraging school children of the village, built a temporary dam for the villagers and also imparted training to Adivasis on dance and drama.

The college promotes Yoga for a healthy body and mind and celebrates International Yoga day each year which welcomes students and their parents belonging to the local community.

Over the years, students have been sent to nearby slum areas as volunteers to sensitise the local communities on health issues.

The Counselling Cell of the college conducts workshops each year to promote mental health of students, teachers and non-teaching staff.

The college collects contributions to cater to flood affected far off areas in Maharashtra and eliminate suffering of many locals by helping and sensitising the students towards the joy of giving.

File Description	Document
Upload any additional information	View Document
Paste link for 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: 8

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.

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	04	1	02

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	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: 122

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

2020-21	2019-20	2018-19	2017-18	2016-17
18	26	28	27	23

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

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

Response: 38.58

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

2020-21	2019-20	2018-19	2017-18	2016-17
1056	1922	2043	1894	1117

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

3.5 Collaboration

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

Response: 53

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	53	0	0	0

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
Any additional information	View Document

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

Response: 5

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

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

NAAC

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 is located at the central place of the city sprawled over 3.06 acres.

The College has 10 UG, 04 PG programmes and 2 PhD programs in the subjects Chemistry and Accountancy. We also have 17 Certificate programs for our students. College also has YCMOU centre.

To cater all above academic programmes, college has following infrastructure;

Classrooms: The College has 36 well ventilated classrooms and 01 seminar Hall with adequate seating arrangements. All the classrooms are provided with wooden benches, black / green/sliding boards, fans, tube lights and electrical fittings. The classrooms are provided with large windows for better and efficient access to natural light and air for ventilation.

Laboratories: The College has 16 laboratories for UG and PG. There are well equipped laboratories for the subjects Chemistry 5, Physics 2, Botany 1, Zoology1 , Geography and Computer Science 6, BMM 1 courses. All the laboratories are equipped with ICT facilities. The laboratories are updated regularly with addition of equipment with latest specifications as per the needs of the department.

Computer Facility: The College has automated all student centric activities through various vendors. The college has 7-computer laboratories with 233-computers ,2 MAC computers and 2-laptops with antivirus software. All the computers are connected to Broadband internet connection with 50-mbps speed.

Staff and students are provided with LAN connection on their laptops. The college has 64 CCTV cameras, 12-Laptops, 34 -LCD projectors, 12-UPS, and 41-printers, 5 Portable Neckband Mike.

The college has student Browsing center in library having 15 –computers and 1 MFD machine.

Examination facilities:

The Institute has an examination control room. There is separate room for downloading University question papers. This room is provided with

- Computer with webcam
- CCTV
- Photocopier Machine
- Paper Shredder

35 computers are uploaded with OSM (On Screen Marking) software of University.

Other academic facilities:

1. **Botanical Garden:** The department of Botany maintains the botanical garden. It has about 45+ species of ornamental as well as medicinal plants and **01**- Vermicompost units.
2. **Departments:** All the departments are equipped with computers, LCD projectors, internet and printers. The reprographic facilities are available in Campus through external vendor.
3. **Library** has a spacious student reading hall with area **4500** sq. feet and **200+** seating arrangement.
4. **Amphitheatre** is a recent facility added to the college campus. It has about 200 seating capacity. Many biological sciences and language lectures are held in this facility.
5. **Browsing center:** Students now-a-days believe in online search engines, for making projects and for various other purposes like research. College has developed a browsing center which has 15 computers.
6. **Broad band service:** Most of the teachers are using ICT facilities including PPT presentation, you-tube videos during lectures and practicals. The broad band network of capacity 50 Mbps speed is provided to each classroom and all computer laboratories.

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:

College strives to imprint the importance of physical fitness on the young minds of students by providing various infrastructural facilities.

Appointment of Sports Director and Coaches

The Institute has appointed two full time qualified Sports Directors-one male and another female.

College has about 51% girl students to motivate them and make them comfortable for playing sports, specially Ladies Sports Director is appointed.

There are 3 days of the week for girls to play and other 3 days for the boys.

Renowned players are appointed as coaches for Cricket and Foot ball.

I] Gymkhana

A spacious new facility for gymkhana admeasuring 240 sq.mt., which was established in 2013 to conduct indoor games. For outdoor games there is a modernized Astroturf facility in addition to small playground.

Around 40-50 students visit the gymkhana on daily basis.

Indoor and Outdoor Games

Indoor Gymkhana: The College has Gymkhana of 240 sq. mt. for indoor games. The college provides facility for Indoor game like Chess, Table tennis & Carrom.

Outdoor Games: The College has playground with AstroTurf. The playground admeasures 4823 sq. mt. There is provision for outdoor games like Cricket, Kabaddi, volley ball, hand ball and some athletics like shot put, discus throw, javelin throw.

To motivate sportsmen, the college provides incentives like travelling allowance, food allowance sports kits and tracksuits to the participants. The college also provides nourishing food and multivitamin supplements to some sportsmen.

II] Cultural facilities

Auditorium/Seminar Hall: The College has an auditorium cum seminar hall equipped with audio-video facilities

- Sound System
- Cordless Mike
- Collar Mike
- Projection Screen
- Digital Camera and Handy Cam
- Podium
- Projector
- Public Address System

This hall can accommodate 300+ students. The college provides these facilities for cultural activities.

The college also promotes cultural activities among the students by the organization of annual events such as

- Tarunotsav,
- Pixel ,
- Phonix,
- TechAge

Dance, Drama, Song Competitions are the part of these events.

Rangoli, Cold meal, Mehndi competitions are also organised. Traditional day is celebrated.

Our Talented students participate in youth festival of the University. These activities develop hidden socio-cultural aspects of the individual and motivate for development of personality.

The College has various committees promoting the rich cultural heritage of our country such as Cultural Committee, Acharya Vykyanmala, Marathi Vangmay Mandal, English Language Association, Alumni

Association etc.

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 and university level. The students who participate in cultural activities practice in various areas in the campus.

Outdoor Area:

Amphitheatre It is a newly developed facility wherein students presents small skits.

Welknown speakers, poets, outside agencies are invited to perform .

III] Yoga facilities

In seminar hall, **Isha foundation** holds Yoga sessions free of charge for students. **International Yoga day** is celebrated every year wherein Health Care Centre organizes separate programme for yoga for both staff members as well as students with trained Yoga teacher.

File Description	Document
Upload any additional information	View 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: 48.65

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	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: 5.84

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

2020-21	2019-20	2018-19	2017-18	2016-17
7.11	27.7	30.7	17.9	17.2

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
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

Our Library is one of the oldest degree college library in central suburb of Mumbai. The college library was **established in August 1978** with few hundreds of books. Today it has **grown to over 80,000+ books** with addition of e-resources as well. Growth of the library collections has been in tune with the growing needs of institution. Focusing upon the very important role of the library, our college Library has been growing steadily over the years. Thus looking at the overall development Library has been shifted to a **separate building on 3rd & 4th floor**, which is constructed in 2013. Each floor is 4500 sq. ft, which comprises overall area of library is 9000 sq.ft. It has a **seating capacity of 180+ users in Reading Hall**.

The new building equipped with latest ICT equipment's keeping in mind on-going expansion of college.

The library is automated with Integrated Library Management Software

E-granthalaya provided by National Informatics Centre (NIC) Govt. of India. We are using **3.0 Version** which is widely used and distributed among College Libraries. It has been **installed in 2015** and it's based on **Server-Client Model**.

The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc. are done through the software. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided by E-granthalaya where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcoded Library ID and all the entries are updated in E-granthalaya.

Two barcode printer and four scanners are purchased for the bar-coding purpose. The Library is provided with Wi-Fi facility hence we can access E-granthalaya and OPAC from any PC in library. CCTV cameras are installed in the library for strict surveillance.

File Description	Document
Upload any additional information	View Document
Paste link for 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: B. Any 3 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: 5.55

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)

2020-21	2019-20	2018-19	2017-18	2016-17
2.68	4.13	4.24	8.41	8.28

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

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: 10.92

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

Response: 520

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

We are in the IT era. There is a need to catch up with the pace of changes in IT and to give exposure of the same to young citizens of India. With this viewpoint, this institute has facilitated the State-of-the-art ICT infrastructure for the students and the teachers. Following are the details of the same.

Computers and Laptops:

In the year 2015-16, college had 277 computers in the academics as well as administration taken together while today we have 315 computers and 12 laptops for the same facility. Two more computer laboratories were developed to accommodate the newly introduced PG course in IT and additional division at UG level. Additionally, we have digital cameras, copiers, scanners, and printers.

Upgradation	Date of purchased
20 computers were purchased	06/09/17
10 computers were purchased	22/11/17
20 computers were purchased	26/06/18
25 computers were purchased	27/06/18
30 computers were purchased	28/06/18

We had upgraded our existing Systems with higher configuration machines (i3 to i5).

Old Computer Specification	New Computer Specification
Red Cabinet Intel DH61	Circle Cabinet
HO, Intel Core i3, 4" Generation, and Circle cabinet with Intel i5	Gigabyte HI 10M H Intel Core i5 7* Generation
Processr 7^ Gen. 500GB	Segate 1 Tb HDD K
Hard Disk, and 1 TB Hard disk, 4GB & 8GB RAM,	Kingstone 8GB Ram
Ball Keyboard. Mouse,	Logitech Key Board/Mouse
AOC, Samsung. Acre LED Monitor	Samsung Monitor

Classrooms:

As a policy to enhance ICT infrastructure, the institute has now 18 ICT enabled classrooms and 01 seminar hall. All 18 rooms are equipped with LCD projectors, projection screens and while 11 classrooms also have multimedia speakers.

IOT Kits:

The college purchased 35 in total Raspberry Pi Kits (pocket computer) and its additional components in the year 2017-2018 and 2018-2019.

Internet:

The college had 50 Mbps and 25Mbps shared Campus Broadband connection. Since 13/01/2020, a dedicated leased line of ≥ 50 Mbps has been given to college. There were 4G Airtel and 4G Jio Wi-Fi connection points in the building.

Examination:

The Exam room has a dedicated webcam fitted with a computer for downloading University question papers, a mounted CCTV which covers the entire room and is also equipped with a paper shredder and a photocopy device. The College is using official mail-id for receiving the password protected question papers from all faculties.

Software:

The Institute uses open-source software. However, with respect to the prescribed syllabus, several licensed softwares are also used. There is a campus license with Microsoft for the use of various software and

Windows Operating Systems. A licensed copy of antivirus (e-scan) is installed on all machines.

In addition to this, all departments have also registered with the online platforms like MS-Teams.

Open source software	cisco packet tracer 7.3, R-Tool/R-studio, Scilab, mysql5.5, Python3.7, Hadoop, VMWare, Ubuntu Studio-10, Android Studio 10 , QGis, Netbeans 6.8 ,SQL Server 2012, Microvision Keil and many more
Licensed software	Microsoft Office 365, Antivirus -Securite

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: 20.09

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: 23.54

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)

2020-21	2019-20	2018-19	2017-18	2016-17
66.48	91.37	81.10	70.26	76.60

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 institute has well defined guidelines and procedures for repairing and maintenance. All the physical, academic and support facilities are augmented and maintained through various college committees such as College Development Committee (CDC), IQAC, Purchase Committee, Library committee, UGC Committee. The main thrust behind the formation of this Committee is to review the status of physical, academic and IT infrastructure of the College and to recommend to the Principal about the augmentation and maintenance of infrastructure.

Maintenance policy and procedure:

The institute uses mechanism for maintenance of the physical and academic facilities as per following points:

- 1) The institute makes provision in the budget for maintenance.
- 2) Requisitions are collected by the office through Requisition forms from different departments.
- 3) Permission is sought from CDC and CTES management
- 4) The institute makes provision in the budget for emergency requirements.
- 5) The institute invites quotations for the proposed work from different vendors.
- 6) Work order is issued after comparative analysis of different quotations.
- 7) Job completion report is prepared by vendors and signed by the concerned head.

8) Payment is processed through concerned authorities and forwarded by the Principal for online payment.

Procedure for utilization of facility:

1) Science Laboratory:

- Heads of the respective Departments maintain the laboratories through attendants supervised by laboratory assistants.
- Laboratory Assistant in consultation with Heads of the respective Departments processes the maintenance of equipment, chemicals, glassware and other necessary utensils as per the budget allocated.
- The maintenance of electrical and electronic equipment is verified by the Lab Assistants of concerned departments and whenever necessary, a college technician or outside expert is called for maintenance.
- Class wise laboratory schedules are followed as per time table.
- Regular updates of dead stock registers.
- Handling of equipment, instruments and chemicals is done using standard procedures.

2) Computer Laboratory:

- Head of the computer department along with the laboratory attendant work through an annual maintenance contract (AMC) for the Departmental maintenance and ICT class rooms
- The college has well qualified technical persons for maintenance and up gradation and technical issues related to computers and networks.
- The college website is maintained and updated regularly.
- Class wise computer laboratory schedules are followed as per the time table.
- New requirements are processed by technical assistants from the department of computer science.

3) Library:

- The maintenance of the library is supervised by the College Librarian.
- Library staff takes care of the regular functions of the library.
- Library attendants take care of issues of books, collection, cleaning the stock room and reading hall regularly.
- Students can use the central reading hall on the 4th Floor library from 9.00 am to 5.00 pm. Timings get extended during Examination period.
- Students must procure a library card after admission which can be used for issuing one book for 7 days and also issue a reference book on I-Card.

4) Classrooms:

- College timetable is designed by faculty In-charges keeping in mind the maximum utilization of classrooms and physical facilities.
- Classrooms are allotted as per student strength.
- Separate non-teaching staff is appointed for cleaning classrooms, college campus and housekeeping.

5) Sports complex:

- The Gymkhana committee has the responsibility of the development and maintenance of sports facilities.
- Gymkhana equipment is maintained and repaired as and when required.
- All the available sports facilities are properly utilized for the promotion of sports in the institute.

The college has established a system and procedure for maintaining and utilizing physical, academic and support facilities. Office superintendent or Registrar has been assigned the job to monitor the maintenance of maintaining physical, academic and support facilities. In the beginning of the year a meeting for an action plan is conducted under the chairmanship of the Principal.

The utilization and expansion in the existing infrastructure and support facilities, the list of requirements, any latest software's etc. are taken into consideration. The priority is given as per need, urgency and availability of budget. The maintenance of the IT facility is taken care of by various private agencies and is provided on a call basis.

File Description	Document
Upload any additional information	View 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: 12.67

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)

2020-21	2019-20	2018-19	2017-18	2016-17
852	601	386	199	650

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)

2020-21	2019-20	2018-19	2017-18	2016-17
97	69	171	78	87

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: A. All 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: 7.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
206	26	36	875	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: C. 2 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: 1.55

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

2020-21	2019-20	2018-19	2017-18	2016-17
40	19	16	21	04

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: 27.87

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

Response: 391

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	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: 40

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

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: 15

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.

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	0	08	06

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
Any additional information	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:

Every Year college forms a student council as per the directives received from Director, Student development (DSD), University of Mumbai. According to the directives class representatives (CR) are finalized. These CRs together form the student council. Election for the post of 'General Secretary' (GS) takes place as per the schedule given by university. Generally, all CRs unanimously select the GS, the election is held only if need arises. The details of GS are then forwarded to the DSD office. The candidate may participate in University level student council election as per his/her will. Functioning of student council starts from the first meeting held under the chairmanship of Principal. There is also presence of Vice-Principal, In-charges of NSS, NCC and Cultural committee. The roles and responsibilities of the council members are explained to them. The student's representatives on various committees in college are also finalized in this meeting based on their qualities/expertize. They are introduced to the conveners of such committees at the end of the meeting.

Representatives of student council while participating in meetings of various committees express their

views regarding dates and nature of the activities. For example CR in Annual Magazine (HORIZON) committee discusses the theme of the year, in examination committee they suggest the timing for conduction of examination papers and internal evaluation week, in NSS advisory committee CR recommends the topics for sessions in special camping, in WDC meetings lady CR representative take active participation and discusses issues related to girl students.

The annual social festival named ‘Tarunostav’ is a major activity totally organized by student council. It includes exhibitions which are oriented towards academic subjects, food fest, variety of competitions along with cultural programs. Scheduling of Tarunostav, allocation of events, finalizing referees, on the spot management of crowd and hospitality of guests is all taken care by the CRs.

Meetings of the student council are held at regular intervals. CRs discuss their experiences, problems encountered by students in day to day functioning of academic as well as administrative work. Grievances if any are shared with the Principal and other members. Principal as head of the institute takes appropriate measures based on the issues raised. During the meetings the council is informed about future activities and events to be organized in the college. Their active participation in such events is expected.

During variety of conferences workshops, sport events, extra and co-curricular activities organized on campus CRs along with their peers extend great help through volunteering. College has organized State and National level activities with this student force. Network of CRs is used to take student’s feedback on various aspects like curriculum delivery, teaching-learning-assessment, infrastructure, student support schemes, extension activities, governance, library facility etc. This feedback is of prime importance for college. It is discussed in IQAC while strategies and planning for coming year is finalized. Remedial, Bridge, Add on courses, additional internal evaluation, time slots for student related activities addition of infrastructure is planned using this feedback.

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: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	09	12	26	12

File Description	Document
Upload any additional information	View 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:

Alumni Association is an important platform for former students to return to college what they gained from it. Many informal groups of Alumni had been contributing to the development of college and their juniors in variety of ways, be it academic or co or extra-curricular, for a long period of time. The meeting of representatives of such informal groups used to be held regularly.

Recently the college Alumni Association is formally registered with the Charity commissioner.

Some of the major contributions of Alumni Association are as follows:

- Alumni group of NCC cadets conducted annual meet regularly. ,
- For more than a decade, a group of former students engages in cultural activities in terms of guiding for organizing events, sometimes helping by directing the stage events, felicitating the students in 'Tarunostav'- the annual cultural event. They also direct and guide the present students in preparation of various cultural events conducted throughout the year.
- The members of Alumni association sponsored many events held during the NSS annual rural camp.
- Alumni Association had arranged Health Check-Camp for students as well as for in which the conducted eye check- up, bone density check-up, thalassemia detection.
- Alumni also held 'UMMED'- a fun marathon for current students.
- For many years, they conducted a very structured event "Student of the Year" in order to bring out the hidden talent of students for all the sections of college.
- Alumni Association regularly holds guest lectures for the students on variety of topics such as "Zero FIR and Role of Police Organization in criminal and cyber – crime", "Campus to corporate", etc.
- Since 2020, Alumni Association has been celebrating "Army Day" on 15th January in the loving memory of Lieutenant General of India Mr. Kodandera M. Cariappa.

Every year theme based Reunion is arranged in the month of February / March in the college premises which includes cultural programme, dinner, music party etc.. They also felicitate "Achiever Alumni" during this Reunion to inspire the young graduates.

During regular teaching days, some Alumni visit classrooms and speak to students about importance of studies in their life. Alumni reached homes of students in order to solve their genuine problems and encouraged them for preparing and appearing for their examinations.

This year Alumni Association have worked for Registration of the Alumni Association under the name of “Acharya and Marathe College Alumni Association (AMCAA)”, obtained PAN card and opened a Bank account in the name of Alumni Association. The Association aims at helping poor students by paying their college fees and distributing note books, text books etc.

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

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

Response: B. 4 Lakhs - 5 Lakhs

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

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 Chembur Trombay Education Society started this college to provide the higher education facilities to the under-privileged students of nearby areas at affordable cost. The Vision and Mission of our parent organization Chembur Trombay Education Society serves as guideline for us. Management and thus College strictly adhere to these statements and try to achieve the same by following the quality objectives.

Nature of Governance:

The Governing Council works in a democratic manner. The views of all the members on variety of issues related to college as well as the views of the Principal are taken into account while taking decision of any kind. The College Management displays ethical leadership which is reflected in the conscious oriented, transparent and participatory style of governance.

Perspective Plan:

College had framed a perspective plan in the year 2016-2017 for the next 05 academic year and it was approved by the Management. The plan is exhaustive and inclusive. It considers not only the upgradation and updation of the academic activities but also includes improvement in the co- and extra-curricular aspects from college side which will lead to holistic development of students.

Teaching-learning: As per the plan, college encourages to faculty to pursue research, use of variety of pedagogies and use ICT for teaching-learning process.

Student centric activities: It was planned to add new programmes so as to give wide choice to students to keep in tune with the present era and to enhance their employability by introducing skill oriented short term certificate courses Also in order to make students good citizens, programmes to be arranged for inculcation of moral values, environmental consciousness and gender equity.

Feedback: To take feedback from all stakeholders on all aspects of college and work on the suggestions based on the feedback. To use the feedback for further improvement of college.

Infrastructure: With a view to augment infrastructural facilities it was planned to request the management to add Amphi Theatre, Browsing Centre, Butterfly Garden, Broad Band facility, disable friendly campus etc.

Student welfare activities: About 40% of the students entering our college belong to reserved category. College will use different methods to encourage reserved category students to get their rightful dues in the form of scholarships and freships.

Placement:

Being first generation learners, student need guidance and preparation to apply for College strives for placement of students in the last semester of their programmes. All these activities also result in developing a strong bond between the alumni and the college.

Participation of the teachers:

Teachers have a direct interaction with students and so their inputs play an important role in taking decision about any activity related to students. Hence general meeting for teaching staff as well as meetings of various committees are regularly conducted by Principal. The inputs on various issues of teachers are taken. Management also takes annual meetings with teachers which helps Management as well as Principal in deciding about the further plans on academics and allied activities of the college.

File Description	Document
Upload any additional information	View 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 institutional administration fully supports participative management and decentralization of power for effective functioning of the college.

At Governing Council:

The Governing Council has formed various Committees of their members and distributed the work areas among themselves. These committees are Budget and Accounts Review committee and Pay Fixation and Review (PNG) Committee, Academic Review Committee, Infrastructure Development Committee, Acharya Smruti Vyakhyanmala Committee, College Development Committee and Purchase committee etc.

However, the General Secretary of the Governing Council is the common member of all the committees.

Academic side:

At Principal:

Similarly, Principal holds monthly meetings of the Heads of Departments for aided section and Coordinators for PNG section to take a review of the academic and co-curricular activities conducted and work done in every month. Different methods for improving academic performance of students, mentorship, research etc. are the points of discussion in these monthly meetings.

In addition to academics, Principal with the help of Vice Principals, Heads of the departments and Coordinators, decides and implements the policies of administration.

The administration related to academics involves attendance of teachers, purchase of material for academics, expenditure on co- and extra-curricular activities, leave of teachers, appointments of temporary teachers etc.

At Vice Principals:

There are 04 Vice Principals. Out of these 03 are from Aided Section who look after 03 streams namely Arts, Science & Commerce, while one Vice Principal is appointed only to look after the Permanently Non Grant (PNG) Section. There are 35 committees which are divided amongst 04 Vice Principals and Principal. Vice Principals who are the Incharges of these Committees conduct semester-wise meetings for these committees and render them guidance and state the expectations for that academic year.

At Head of the Department:

The Heads conduct monthly meetings of the Department colleagues. He/she monitors the teaching plan adherence and conduction of various academic activities. They also consider co-curricular activities to enhance the curriculum.

At Incharge of Committees / Associations:

Considering the need of the time as well as the need of the students, various committees conduct appropriate activities and also encourage students to participate in these activities. Based on the feed back from students they make alterations in further activities.

Administration side:

At Principal: Through the Registrar, Principal keeps connect with Joint Director (Government) and University administration. Preparation and approval of Roster, getting NOC for appointments of approved staff, Post-employment benefits to staff, leave record, attendance of non-teaching staff, promotions of both teaching and non-teaching staff, salary disbursement all such administrative functions are undertaken with the help Registrar and Class 3 staff.

At college Registrar:

Registrar is the head of non-teaching staff of college. There are class 3 and 4 grade employees who report to him/her. Registrar is responsible for repairs and maintenance of the infrastructure, housekeeping and security of college infrastructure and discipline amongst non-teaching staff.

File Description	Document
Upload any additional information	View 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:

Psychological distress and mental ill-health can negatively impact tertiary students' academic performance and engagement in many ways: Lower grade point averages, increased dropouts, difficulties with studying, concentration, disruption to participation and non-attendance in classes.

Counselling Cell: College has set up a Counseling cell. Two full time counselors work for the same. They not only do personal counselling but also do group and classroom sessions.

Every class has a class guardian who is in touch with the students for both academic and non-academic purposes. Students who failed in subjects or students with absenteeism were referred to the counselors so that their problems could be solved. It has been our endeavor to solve issues relating to absenteeism or other personal and pressing issues so that the students complete their education. Not only that the teachers refer certain students to the counselors but last year at the instance of College Development Cell, college also referred two of the non-teaching employees for counseling to the cell.

Department of Psychology and Counseling Cell conduct many sessions for the classes as well as for some groups of students.

Webinars: In May 2020 three webinars were conducted in collaboration with Indian Psychiatry Society, the first for teaching staff, second for students and the third for non-teaching staff. First two webinars were at intercollegiate level. and non-teaching staff. All the three webinars were extremely successful. The Psychology department and our counselors put in their best efforts to reach out to the audiences.

Pandemic period services: The counselors worked hard during the pandemic to reach out both to the student community, teaching community and non-teaching staff. During pre pandemic period in 2016-17, only 14 cases were reported for counseling while and it increased to 79 cases in 2020-2021, which shows the need as well as efforts of our counsellors during pandemic period. Additionally, the total numbers of sessions of counseling per student were not limited to one. Against 79 cases, the total number of sessions' conducted in 2020-2021 are 177. Counseling was conducted not only for students but also parents. A total number of 7 parents were included in Covid-19 period. During the same period 11 group sessions were conducted by our Counselors. Topics like How to look after your mental health, Online learning etiquette, study skills, goal setting etc. were included in these group sessions.

Dedicated mail id and phone number: During pandemic, as it was difficult to reach students physically, so college provided the dedicated mail id for student community. However, the responses were lesser than expected from the gravity of the societal situation So college subscribed to phone number in its place. The responses increased many fold. Both counselors were available full time to attend phones and counsel students.

In a nutshell, Students are able to access appropriate, effective, timely services and supports to meet their mental health and wellbeing needs. Our counseling policy also reiterates' the strategic direction we need to take.

File Description	Document
Upload any additional information	View 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:

Governing Council: Chembur Trombay Education Society is the parent organization of N. G. Acharya & D. K. Marathe College which has Degree as well as Junior College, CTES College of Architecture and Distance Education with Y.B.Chavan Open University. Our college is the first and flagship institution of the society.

Principal: The Principal reports to the Governing Council. The weekly reporting is done to the Office bearers of the Governing Council. There is a College Development Committee (CDC). The Principal also reports to Government of Maharashtra through Joint Director and University of Mumbai from time to time. All matters related to Academic and Administrative issues are discussed in the CDC.

Four Vice Principals: The college has 4 verticals, Arts, Science, Commerce and Professional Courses each headed by a Vice Principal. In Aided section, there are 14 departments with one HOD for each department reporting to the Vice Principal.[1] The Unaided section has 7 undergraduate courses, 4 Postgraduate courses and 2 Ph. D. Programs. These courses are headed by the Course Coordinators.[2] The teaching faculty of each department works as per the guidance of Head of the department/coordinator.

Committees: College also has 35 committees formed to look into the various areas of academics and administration. Cultural, Sports, Examination, Admissions, Student welfare fund, Technical and Website, Social Media, Library, Class Guardians etc. are some of the examples of Committees. Each committee has a Chairperson (who is faculty other than the Principal or Vice Principal) and members from both Aided and Unaided Sections. The list of Committees for the last five years is uploaded.[3] All committees meet regularly and maintain the minutes of the meetings. All decisions are taken after careful deliberations. There are 11 statutory committees some of them being B. C. Cell, ICC, Anti-Ragging, Grievance. Generally after every 3 years, there are changes made in the membership of the committees.

Registrar: Registrar of the college is the head of non-teaching staff. We have 79 non-teaching staff in both Aided and Unaided sections taken together. The basic activities of cleaning, security and canteen facility is outsourced with appropriate required outcomes from the vendors. Different clerical staff manage accounts, admissions, examination and other student services. The job profile is rotated every 3 years of the all the non-teaching staff within their grade. We have extremely low attrition in both teaching and non-teaching areas. We also have two full time Counsellors and two Sports director. The staff is given in-house training as well as sent for external short-term training courses for upgrading their knowledge.

Recruitment of staff: For Govt. approved vacancies proper procedure like Roster, NOC from Govt., and

advertisement in national newspapers is followed by Panel interviews. For every appointment qualified staff is appointed by following proper selection procedure.

File Description	Document
Upload any additional information	View Document
Paste link for 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: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	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 management of college considers all the staff whether teachers or non-teachers as the backbone of activities of college. Hence it always strives to add more and more welfare activities for all the staff of college.

Following is the list of such welfare activities:

Welfare measures for Teaching staff

- Teachers on probation are given partial salary in advance till the fixation of salary by Joint Director, Govt. of Maharashtra.
- Teachers are encouraged to attend the mandatory courses as per the schedule.
- All the required facilities for conducting research are provided to teachers including flexible time of duties.
- CAS promotion screening/interviews are conducted within the stipulated period.
- All the teachers are given Vacation, Casual, Medical, Study, Maternity and earned leaves as per the rules applicable. Teachers avail the facility of medical leave as and when required.
- Faculty members are given registration fees and duty leave for presenting papers and attending Seminars and Conferences.
- Training on new pedagogies and technology is given to teachers regularly through IQAC and staff academy.

Welfare measures for Non-teaching staff

- College encourages the non-teaching staff to participate in various sports and cultural activities at intercollegiate level and given facility to practice on sports as well as Registration fees and sports suits.
- They are provided with training on basic and advanced Computer software and use of fire extinguishers.
- Counselors give them training on soft skills, mental health, utilization of leaves, fund management etc.
- They are encouraged to attend workshops and seminars to develop their skills and to improve their quality of work. The college pays the registration fees.
- Class four employees are given two sets of uniforms. Financial assistance is given in case of any medical emergency.
- Non-teaching staff members are given a Special Festival Advance with easy installment repayment facility.

Welfare Measures for BOTH Teaching and Non-teaching staff

- The College runs a group insurance scheme of LIC of India for teaching and non-teaching staff.
- The teaching faculty can avail the facility of home loans and personal loans from the credit cooperative society of college, which collects deposits and offers good interest rate on fixed deposits.
- College has a Health Care Center through which free medical facilities are provided to teaching staff, non-teaching staff and students via doctor on call and medical checkup camps are arranged periodically. Health care center is organizing guest lectures by renowned doctors and health care experts.
- Provident Fund is given as per the rule; Maternity leaves are sanctioned as per the need.
- There are enough water filters with coolers in the campus which are used by the teaching, non-teaching staff and students.
- Staff room has Tea Vending, Microwave and refrigerator facilities.
- Management arranges guest lectures on Work Culture for all the staff members for improvement in their professional skills.
- Canteen facility on all working days and special refreshment facilities on days of events is rendered to all staff.
- Separate washing rooms based on gender are offered.

- Tested and potable drinking water facility and separate lockers are provided to all staff.

File Description	Document
Upload any additional information	View 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: 56.67

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

2020-21	2019-20	2018-19	2017-18	2016-17
05	59	67	40	46

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: 3.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	09	04	01	02

File Description	Document
Upload any additional information	View Document
Reports of Academic Staff College or similar centers	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: 15.54

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	04	31	06	07

File Description	Document
Upload any additional information	View Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	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:

Performance appraisal based on confidential report:

The IQAC of the college has indigenously designed two separate Confidential Report (CR) formats. They include Self-Appraisal by the staff as well as Performance appraisal by superiors. One form is for teaching staff and another is for non-teaching staff.

Each teacher has to submit CR to his/her HODs for his comments, which is then studied by the concerned Vice Principal. He puts his remarks on the same.

The CR of non-teaching staff is submitted to the Registrar of the college who puts her comments on it.

Performance appraisal based on student's feedback:

In each semester college collects student's feedback. A separate form has been designed for the same which includes feedback on each teacher teaching that class, Principal and non –teaching staff amongst other queries in the form.

This feedback is analysed. The teachers who get lesser score than 3 out of 5 are suggested various methods to improve teaching quality by the Head/Coordinator and the concerned Vice Principal.

In case of performance of non-teaching staff, wherever required, the Principal discusses the actions to be taken to improve the same with Registrar.

Performance appraisal of teaching staff

This form is a better mix of PBAS form based on UGC guidelines and some responses as required by the administration and management of the college.

Other than the mandatory API under Category I (Teaching, Learning and Evaluation), Category II (Co-curricular, Extension and Professional Development) Category III (Academic/Research) as prescribed by UGC and adopted by University of Mumbai, the college has included specific questions related to contribution to college, new initiatives taken within college, teaching methodologies, curriculum enrichment methods, participation in admin work etc. It also includes comment from the Head of the department or coordinator about behavioral pattern of the teacher such as punctuality, interaction with peers, rapport with the parents, alumni and mentoring of the students. He also comments on completion of syllabus, adherence to teaching plan, fluency of language, knowledge of subject and class control.

College appreciates the teachers who either score very high in student's feedback, or add to the fame of college in the external sphere or make special contribution to the academics/admin of the college.

Performance appraisal of non-teaching staff

Each non-teaching employee submits the duly filled in CR form to the Registrar through head of the department in which the employee is working or through Librarian if the staff is working in Library. The feedback from students is obtained during Student's Feedback activity which is also considered. Then the Registrar gives his/her comments on the concerned non-teaching staff.

In case of any adverse remarks about the non-teaching staff, the HoD/ Librarian and Registrar interact with the employee so that the quality of his/her services improves.

All CR of teaching and non-teaching staff are finally studied by the Principal and wherever he/she finds the need to submit to the management, the same is submitted to the Management.

File Description	Document
Upload any additional information	View 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:

The Statutory Auditor is appointed in the Annual General Meeting of the parent organization. He is a practicing Chartered Accountant. He conducts External Financial Audit once in every Financial year. He conducted the latest audit in the F.Y. 2020-2021.

Internal financial audit is carried out by Internal Auditor appointed by the management. The purpose of internal audit is not only to examine books of accounts but also to review the present working and make valuable suggestions to improve it and also to assure that there are adequate safeguards for detection and prevention of any frauds. The latest internal audit was conducted in the year F.Y. 2020-2021.

The Joint Director Higher Education of Mumbai Region conducts assessment for usage of government grants.

It is followed by audit by Senior Auditor of Government of Maharashtra.

On the basis of the issues raised by the auditor, the Compliance report is submitted to the Senior Auditor.

The latest government audit was conducted in October 2017.

Audits carried out during the last five years are enumerated as follows:-

Year	Type of Audit	Auditor
2016-2017	Internal Audit	Mr. Deepak Chauhan
	External Audit	CA Gadkari & Co.
2017-2018	Internal Audit	Mr. Deepak Chauhan
	External Audit	CA Gadkari & Co.
	Government Audit	Senior Auditor, Government of Maharashtra
2018-2019	Internal Audit	Mr. Deepak Chauhan
	External Audit	CA Gadkari & Co.
2019-2020	Internal Audit	Mr. Deepak Chauhan
	External Audit	CA Gadkari & Co.
2020-2021	Internal Audit	Mr. Deepak Chauhan
	External Audit	CA Gadkari & Co.

Mechanism for settling audit objectives:- The Institution has three tier structure for settling audit objections viz. Account Assistant, Head of the Institution and Management of parent education society.

1.Settling audit objections at Account Assistant:- Audit objections in routine checking, Clerical

errors such as errors due to omission or duplication or commission and compensating errors are reported to Accounts Assistant immediately during the process of audit. Such types of audit objections are corrected with documentary evidence by authorized person.

2. **Settling audit objections at Head of the Institution:-** Audit objections where explanation is required are reported to the Head of the Institution such as errors of principal, short or excess provision for depreciation, over or under valuation of stock, treatment of capital and revenue expenses, wrong treatment of prepaid or outstanding expenses. Head of the institution provides explanation and justification for such audit objection.

3. **Settling audit objections by Management:-** Audit objections regarding change in policy of method of accounting, revenue recognition, method of depreciation, writing of books and dead stock, misappropriation of cash, adequacy of provisions significant adjustments made in the books of accounts, compliance with statutory requirements, disclosure of any related party transactions, reviewing the findings of any matters where there is suspected irregularity, reasons for delays in the payments to creditors, delays in recoveries and carrying out any other function/s as deemed necessary in the capacity of Statutory Auditor is reported to Management. The management takes cognizance of such audit objections and settles it appropriately.

File Description	Document
Upload any additional information	View Document
Paste link for 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: 8.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
3.53	2.13	2.29	0.24	0.21

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:

Institutional strategies for mobilization of funds:

The institution, faculty and parent education society takes efforts for mobilization of funds. The Institution encourages faculty of the department to generate funds for the different activities. The IQAC explores funding schemes of various agencies like UGC, University and DBT. The Institution and faculty applies for various developmental schemes announced by these funding agencies.

Various sources:

1. Government of Maharashtra provides salary grant for teaching and non-teaching staff of aided section of the institution which amounts to around Rs. 8.6 crore per year.
2. The Institute's main source of fund is tuition fees received from the enrolled students of aided and unaided taken together. Institution follows the rules and regulations of Government of Maharashtra and University of Mumbai with respect to tuition fees. It is around Rs. 9.96 Crore per year.
3. Development fee which is a part of annual fee charged to students remains a basic and major source of funding to the institution and in the current year it worked out to about Rs. 94 Lakh.
4. The research grant sanctioned by various funding Agencies during the last 5 years was about Rs. 2 Lakh per annum.
5. The institution regularly organizes Tarunotsav (Annual Function) for students. Commercial establishments in the nearby vicinity render sponsorship for the same. For last five years it amounted to Rs. 3.73 Lakhs.

Utilization of Resources:

1. The College has a Governing Body, Planning and Purchase Committee, Library and various associated bodies which help in the preparation, division, allocation and utilization of funds.
2. The Purchase Committee decides the policy and procedure for purchasing any material. All materials are purchased by comparing a minimum of three quotations received from different vendors.
3. The utilization of UGC funds is ensured through financial auditing at the end of each financial year.
4. Grants received from Govt. in the form of tuition fees and salary is utilised in making salary payment to teachers and non-teaching staff.
5. Development Fees received from students is used for infrastructural development of the college, salary payments to non-grant faculty and staff.
6. Library services and Sports services are strengthened. Laboratory facilities are augmented and IT infrastructure is increased.
7. Number of workshops and seminars are organized. National and International Conferences are organized. Guest lectures, field trips, industrial visits are organized for students through the funds earmarked for the same in the budget.
8. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques /Electronic mode. Only authorized persons by management can operate the transaction through the bank.
9. The accounts are done by Tally Software, so all the entries can be monitored by authorities.
10. For each and every financial transaction proper permission is taken from the principal of the

College.

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:

Number of quality assurance strategies have been planned from time to time and have been executed by the college IQAC in the third cycle period successfully. Some of the major strategies are automation of systems, inculcation of research culture among students, women empowerment activities, strengthening extension activities of various departments, signing of MOUs and encouraging industrial collaborations, Employability enhancement activities etc. . IQAC also constantly encourages for better academic performances. It also helps in adopting new ways of internships.

The two selected practices are as follows:

I) Online admission and fee payment facility:

Background: Large number of students seeks admission in our college. University schedule of admissions particularly for first year admissions contains very less number of days.

Goal: To make admission process easy and available from anywhere at any time.

Process: The online mode of admission is the solution to achieve above goal. Hence since 2016-17, admission process is made online. In the first year the filling of admission form was online but in the next year the payment of fees was also made online.

Every year the process was stepwise improved by addition of verification of forms by teachers, recording every event related to recorded online, payment by various modes wherein students have to pay decreasing processing charges. The merit lists are declared on website as well.

As on date, the complete admission process is online and students do not have to pay any processing charges. Many students enjoy their vacation at native place. Such students are blessed by this system, as they can take admission from anywhere in India.

This system was there after extended to all types of payments be it fees for certificate course or for library dues or for getting Transfer certificate.

Outcome: The admission process is peaceful and comfortable for teachers, staff and mainly students. All the record is available online for use in future and the process is transparent.

II) Employability enhancement initiatives:

Background: Most of the students belong to low economic strata of the society. So employability is their primary need after completing higher education.

Goal: To enhance the employability of our students in this world of cut throat competition.

Process: Various short term and crash courses are made available to students at discounted fees on college campus. Teachers searched and invited various agencies who can add to skill of students. So about 19 short term or certificate courses on IT field, spoken English, Digital marketing, Tally, GST, Advance Excel were held. Courses by NSE such as NCFM, NISM, and training for IBPS examination were held. Corporate faculty was invited to train students on resume writing, personal interview and group discussions. Their resume was uploaded on some online platforms like naukari.com to train students for online application. Alumni were invited as Guest speaker to narrate their own experiences on the field.

Outcome: Campus interviews were held. The number of successful candidates getting through interviews increased.

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

The IQAC of the college has devised several mechanisms to review the effectiveness of teaching learning process structures and methodologies of operations in the Institution and has striven hard for its reforms.

Some of these mechanism include IT infrastructure augmentation and training of teachers for usage of ICT; timely release of Academic calendar, Academic Diary and Master and departmental Time-Table; submission of teaching plan and monitoring adherence to this plan throughout the year. Teachers are regularly deputed for syllabus revision workshops to know the viewpoint of syllabus framing committee on PO, PSO and COs and to discuss the same with the students before actual commencement of teaching. Classifying the students into slow and advanced learners based on their performance and then to arrange remedial lectures for slow learners and inspire advanced learners for co- and extra-curricular activities and better performance and examinations.

1. **Commencement of actual teaching:** Teaching commences the next day of reopening day as each day adds to the teaching-learning process and thus completing expected days of teaching per semester.
2. **Parent-Teacher meetings:** These are conducted to keep the parents updated about their wards progress and also to get valuable feedback from them.
3. **Class Guardian system:** CG appraises students about various programmes, activities, administrative requirements from them.
4. **Mentor-mentee practice:** The students are distributed amongst teachers for mentorship. They not only guide and motivate and help students in the academic but also deal with their personal issues, creating a special bond.
5. **Student feedback:** The feedback related to teaching learning process along with administration is obtained per semester and analysed. This feedback is then conveyed to teachers as a guideline to further improve the teaching learning process.

Example 1: **Add-on courses**

In last 5 years, college with a view to enhance employability of students introduced many co-curricular and skill augmenting skills add-on courses. Many of them were to increase their IT skills on softwares like Advance Excel, Hadoop, Python, Django and accounting skills like Tally, GST which are market value. There were courses on improving their linguistic skills like Effective English communication or to make them better citizens enhancing their moral values through story telling. Indigenously designed interdisciplinary certificate courses on basic and applied topics too were offered.

Example 2: **Increased use of ICT:**

Since last NAAC assessment, college has progressed on the use of ICT in teaching process. Many classrooms have been equipped with projectors. Inclusion of Broad band of speed 50 MpBS enables teachers to use internet during their lectures. The lectures thus become more interesting and student friendly. Two rooms have converted to sort of smart rooms. Some other rooms are provided with sliding green boards particularly useful for mathematics, accounts and science courses.

Outcome: As a result of all the above efforts taken by the IQAC, our institution has successfully produced University rank holders, many students have participated in Avishkar and other competition and has been placed in organisation in Mumbai as well as in the state.

File Description	Document
Upload any additional information	View 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: A. All 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
Upload any additional information	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:

Recognizing the fact that gender equality is a human right and a precondition for sustainable, people oriented development, the Institution takes proactive measures to ensure the same.

The Institution has a dedicated 'Women's Development Cell' that organizes various activities and programs for Women Empowerment. Programs emphasizing gender equality are also conducted by other committees.

A Gender Audit was conducted on 12th March, 2018 to get an approval and reassurance from an external authority regarding the practices followed in the campus to promote gender equality.

To spread awareness, a Panel Discussion on "Gender Diversity and Inclusion at Work Space" and various other competitions were organized. The Department of FC and WDC strived to sensitize the students on Gender issues by organizing short film screening followed by group discussions in the presence of eminent guest and faculty members.

To ensure a safe and healthy environment, WDC and ICC had jointly organized 'Yuvati Sunvai', a platform for female students to voice a range of issues faced by them.

The Institution had organized 'Yaari Dosti', a special program for male students which allowed them to voice their issues as well.

Institution shows gender sensitivity in providing facilities such as:

1. Safety and security:

- Safety norms are strictly followed by the College in all respects.
- All first year students are given an orientation about complaint Redressal mechanisms available in the College such as Anti-Ragging Cell, Internal Complaint Committee and Student Grievance Redressal Cell. These committees play an important role in generating awareness and addressing gender related issues.
- The professional security personnel are hired by the Institution. CCTVs, connected to the Principal's Office, are installed at strategic positions in College to ensure the security of students and staff.
- ID cards are issued to the students and staff to prevent the entry of outsiders into the College premises.
- The members of the Discipline Committee have made a code of conduct to be followed by students.
- During study tours or University fests, lady staff accompany girl students.
- One of the 3 NSS Program Officers is a lady staff member. She takes care of NSS girl STUDENTS during the camps and outstation activities.

b) Counselling:

- A professional counsellor is available on campus for personal and group counselling.
- The College had a Mentoring system during the lockdown; mentoring sessions were conducted using online platforms like Microsoft Teams and Zoom.

c) Common Room and other infrastructure:

- The Institution has Common Rooms with water arrangement & other required facilities for boys and girls at the campus.
- Separate washrooms are available for lady staff and students.
- There are 2 sanitary pad vending machines installed in the ladies room.
- The first aid boxes, suggestion boxes and display boards for notices are placed at several places in the campus.
- The Gymkhana maintains separate timing for girls and boys.

d) Special Programs:

- The placement cell had organized Career guidance sessions for female students.
- WDC had arranged workshops on Mehendi, baking & jewellery making to inculcate different skills among students along with their academics and to enhance self-employability.

The number of gender equity promotion programs organized by the institution year-wise during the last five years.

2016-17	2017-18	2018-19	2019-20	2020-21
2	3	3	3	2

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: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	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:

- Solid Waste Management

The college gives priority to keep the campus clean which is done by an outsourced agency. They separate out waste and dispose-off everyday to garbage carriers of the Municipal Corporation. Solid waste includes both biodegradable and non-biodegradable components and are collected in Separate garbage bins. Guidance and training is arranged through MoU with Eco-Rox, Mumbai.

To create awareness following programmes were conducted:

1. A talk on the harmful effects of plastic by Ms. Rashmi Joshi followed by plastic collection drive.
2. College participated in the competition 'Eco-friendly Institute Award'. The NGO felicitated us by giving a certificate for participation.
3. To spread awareness amongst students to minimize the use of plastic, a workshop of paper bag making was organized and cotton bags were distributed in adopted area near Ghatla and Muktinagar.
4. Garden waste composting project was inaugurated. In this project, garden leaves were collected, processed and converted into organic manure and reused for the greenery of the college campus.
5. Campus Waste Management:

1. E-Waste is given for recycling to an NGO. College has received a 'Green certificate' from the NGO.
2. News-paper-waste is also given to the NGO for recycling for which we have a certificate.
3. Plastic & other non-degradable waste are disposed through scrap dealing agencies for recycling. As far as possible we try to inculcate a sense of 'restore', 'recycle' and 'reuse' among student & staff.

1. The department of Geography celebrated World Environment Day in collaboration with SO-CLEAN. The guest speaker Mr. A.D. Sawant delivered a speech on 'Solid Waste

Management’.

2. The department of Sociology screened two you-tube videos titled ‘Hiware Bazar’ and ‘Lavasa- Eco City’ to inform students of the great world-wide example of their conservational initiatives.

Liquid Waste Management

Drinking water facility is arranged in every building of the campus.

Waste water from canteen, laboratories and toilets is properly drained out through the underground drainage systems.

- Hazardous Chemicals Waste Management

Hazardous Chemicals are kept separately in the laboratory. Safety norms are followed in the laboratory. The chemicals used in the experiments are diluted and reused so that less chemical waste gets mixed with routine waste water. Students are sent to attend workshops to learn about various techniques useful to implement the principles of green chemistry.

- E-waste Management

The institute has certified vendors for E-waste disposal. The equipment such as non-working computers, monitors, power supplies, printers, keyboards, mouse, etc. are periodically written off and disposed of to the certified vendors. We get a certificate from the vendor ensuring that the E-waste would be disposed of as per prevailing norms without harming the environment. Eco-Rox, Mumbai and E- incarnation Recycling Private Limited, Mumbai have been given the responsibility of waste management of the campus. To create awareness among the students about E-Waste management, collection drive of E-Waste is organized in the college. To give exposure to eco-friendly practices Study Tour to Ralegan Siddhi and Hiware Bazar was organized.

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
Any other relevant information	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: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	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
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document
Link for 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: C. 2 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View 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:

In accordance with the vision and mission, the college is highly committed towards providing varied opportunities and greater exposure to the students both within and outside campus. Throughout the year, various activities are conducted to bring about harmony towards all sorts of diversities.

- Cultural and Regional:

Independence Day, Republic Day and Constitution Day are celebrated with great honour and respect. Also, International Women's Day, International Yoga Day, Teacher' Day, Navratri, Holi, Satyanarayan Puja and other festivals are celebrated with joy and enthusiasm. Annual Youth Festival 'Tarunotsav' is organised to promote cultural and regional harmony. It includes department related various events such as Tech- Age, Pixel, Phoenix, Physics Fair, Annual Sports and Cultural Event. Students celebrate traditional

days representing our diverse Indian culture and tradition. In Entrepreneurship Development Fair, stalls are raised by students to learn business practically.

- Linguistic:

To ensure linguistic harmony various activities are conducted like Abhivachan Competition, Poetry Recitation Competition, 'Marathi Bhasha Fortnight, Marathi Bhasha Diwas, Vachan Prerna Din, distribution of Marathi Lekhankosh, Acharya Vyakhyanmala by Department of Marathi and Marathi Vangmay Mandal and Teach India. PowerPoint presentation are made by the students on Mahakavi Vyas to commemorate the birth anniversary of the great epic poet.

Drama Competition, Poster Competition, Guest lectures by Department of English and English Language and Literary Association. Special sessions are conducted by the Counselling Cell for vernacular medium students of F.Y.B.A. to help them cope-up with the English communication.

- Communal and socio economic:

Inter-collegiate Economic festival "Arth-Manthan" students of nearby colleges participate. Fascinating World of Science, a workshop is organised for Std. Xth students from nearby schools and demonstrate experiments related to their syllabus. College support staff also participated in intercollegiate sports tournaments.

The college library operates a Book Bank Scheme for college students. Reading room facility is also provided to students from nearby community facing space constraints who are aspiring for competitive exams.

Income Certificate Camp was organised by Student Welfare Fund for the students to get the income certificate hassle free. Students Welfare Fund provides financial assistance for fees and medical emergencies to students with low socio-economic background. In exceptional cases or emergencies, financial assistance is also provided by teachers to students. Government free ships and scholarships benefit for students from reserved category is also provided. Group Insurance scheme covers students in case of accidents.

The NCC and NSS unit organises Blood Donation, Swachh Bharat Abhiyan- Cleanliness Drive, Crowd Control, World AIDS Awareness Day, Red Ribbon Club- Aids Awareness Drive, Tree Plantation, Road Safety, Awareness on Malaria, Garbage Management and Pulse Polio Immunization Programme. Also, students volunteered to various schools in Govandi, Mankhurd and Vikhroli area in health camps. A voting activity programme was conducted to explore the voting and election process among the students.

Field visits, study tours, educational visits are arranged for providing on-field exposure of certain industry or research centre. Screening of movies, documentaries and videos is organised so as to provide better understanding of various social issues.

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

To sensitize students and to impart moral values various activities are conducted by different departments and committees.

- Patriotism:
 - Every year college celebrates Independence Day with patriotic zeal and enthusiasm, in memory of India's great freedom fighters.
 - Republic Day is celebrated every year on 26th January, to commemorate the date on which the constitution of India came into effect from the year 1960.
 - Kargil Vijay Divas and Shahid Din is observed to pay homage to our great soldiers of Indian Army.
- Social Responsibility:
 - The Faculty of Science organizes a community outreach program 'Fascinating World of Science' for standard X students of schools from nearby areas. Various exhibits are displayed along with hands-on training of a few experiments. This activity helps to develop scientific temperament among the young students.
 - Science Association had organised a guest lecture by Dr. Mukta Dabholkar, member ANIS on "Science and Superstition" to promote eradication of superstition from our society.
 - The Mathematics Department of Mathematics also conducted a mathematics popularization programme for school students & teachers to create interest and make them familiar with simple techniques for fast calculations.
 - Blood donation camps are arranged by the NSS and NCC units of our college. Significant number of blood units are collected and supplied to the blood bank. An adequate amount of blood is needed in all health care centres to meet the urgent need for patients.
 - Department of Commerce and Commerce Association organised MAHAWALKATH 2019 on 30th November 2019, to create awareness for road safety, no honking, responsible driving and responsible living.
- Civic Sense:
 - Rally on Road Safety Day and World's AIDS awareness day are arranged by the NSS unit to create awareness among students and the general public.
 - An Intercollegiate Poster Competition was arranged by the Physics Department on the topic 'Environmental Consciousness and Sustainability'. The purpose of this competition was to sensitize students about environmental issues and to develop attitude of concern for the environment through research and mobilization.

- To promote Nuclear Power, a renewable source of energy having intermittent source of power and negligible carbon footprint, a program in collaboration with Bhabha Atomic Research Centre was organised by Science Association, “Nuclear Energy for Societal Development”.
- Preserve and improve the natural environment:
 - Swachhata Pakhawada and Cleaning Drive by NCC and NSS unit is undertaken to create awareness about the importance of our environment and how to keep it clean and healthy. The main objective of the program was to create awareness of plastic waste. The Nature Appreciation Committee had arranged a talk on the harmful effects of use of plastic by Mrs. Rashmi Joshi from NGO “Eco Rocks” also appealed to the students to get plastic waste from their home, which was collected and sent for recycling.
 - Tree plantation – Botany Department jointly with NSS unit initiated a tree plantation program in our college campus near the canteen area. Every year NSS unit undertake tree plantation drives during their rural camps.
 -

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: A. All 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:

Our college has been observing various days of national and international importance to give exposure to students to the importance of these days and so to enhance their vision.

Independence Day: Every year on 15th August we celebrate independence day of our nation with great pride and honour. Students, teachers and administrative staff join in the celebrations, which commences with the hoisting of National Flag and singing of the National Anthem. Great personalities are invited as Chief Guest so that student get message through their speeches.

Republic Day: 26th January is celebrated to symbolize the adoption of constitution of sovereign India. College NCC Day is also organised on that day during which Defence officers are invited as Chief Guest. Students are also encouraged to give speeches on Independence struggle or on National Heroes.

Constitution Day: College commemorates the adoption of Constitution of the independent India on 26th of November. On this day students and staff together read the preamble of Constitution and take oath to abide by it.

Shaheed Din: It is observed to show our respect to freedom fighters and our protectors i.e. Army, Navy and Air Force. We also remember the sacrifices of our brave soldiers at Kargil of the Indian Army. To pay homage to Late Shri N.G. Acharya, the veteran freedom fighter, 3rd Dec is observed as **Hutatma Diwas** in presence of students from nearby school & colleges and citizens from nearby area.

Dr. Sarvepalli Radhakrishnan's birth anniversary on 5th Sept, observed nationally as **National Teacher's Day**, is celebrated at both the department and college level.

College organizes different motivational events on Swami Vivekananda's life and teachings on 12th January, his birthday, observed as **National Youth Day**.

We remember the contributions of our beloved Late President Dr. A.P.J. Abdul Kalam by carrying Group reading activity' to mark his birth anniversary as '**Vachan prerana Diwas**'.

Maharshi Vyas's Birth Anniversary and **Marathi Bhasha Din** is also observed by holding different activities.

On 1st December, '**Worlds AIDS Day**' cycle rally is organised from college campus to Shatabdi Hospital.

College sensitises the students toward 'gender equality' & 'women's role' and importance', by observing '**International Women's Day**' on 8th March every year by organising events like poster competitions and classroom talks and presentations.

College observes in Swachh Bharat Abhiyan by observing Swachchhata Pakhwada '**World Environment Day**' is observed with the theme of 'reduce, reuse and recycle', by organising a Cycle Rally.

For imbining the importance of a healthy mind and body '**International Yoga Day**' is observed with a series of activities like poster competitions and video competition on Yogasana for students.

Income Tax day was celebrated on 24th July to lay out the importance of Income Tax by inviting Member of ICAI who highlighted recent faceless procedure and key amendments in E filing.

National Science Day is celebrated on 28th Feb each year. We hold programmes on different themes like **Science and Superstition**, Life and times of C. V. Raman, Women Scientist etc.

File Description	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:

1. Community Outreach Program “FASCINATING WORLD OF SCIENCE”

The program is designed for the School children studying in Std X. The purpose of the present outreach program is:

- 1.To introduce and thus create curiosity about science world amongst the students who are on the threshold of choosing their career path.
- 2.To provide information about the program related to pure sciences conducted by our college
- 3.To guide them on careers in science at UG and PG level and beyond
- 4.To make them aware of the vision and mission of Chembur Trombay Education Society (CTES) and so bright chances they have for getting higher education, inspite their financial and social weakness

Being aware of the low social and economic levels of the nearby community of Chembur, Govandi, Deonar and Ghatla area, the CTES always take initiative to provide support through our community outreach programs.

It was observed by our science faculty teachers that the experimentation facilities available in the schools in the vicinity are of lower level than expected. When students conduct experiments they easily understand the concepts underlying those experiments. Either the laboratories of some schools in the vicinity are not well equipped or they do not have provisions for replenishing the material required for these experiments. Such scenario leads to low understanding hence dislike amongst the school students about science subjects. This was evident from the low intake in the pure science program against the high demand ratio in commerce program in our college.

A one day workshop "Fascinating World of Science" is organized since the academic year 2016 by the Faculty of Science of our college which includes Departments of Physics, Chemistry, Botany, and Zoology. The aim of this activity was to arrange for exhibits and demonstration experiments for standard X school students from nearby schools. Most of the experiments displayed were based on standard X syllabus and a few related to advancement in science and technology.

A committee of teachers from Faculty of Science is constituted for the proper execution of the program. This committee studies the syllabi of Std X, makes the list of schools to be invited, and prepares invitation letters, makes a list of exhibits, demonstration experiments, videos to be shown and some very short experiments which students can conduct on their own.

Every year nearly 120 students and 12 teachers from different schools participate in this outreach program.

Generally the participating schools are Kumud Vidyamandir, Chembur High School, Ghatla Municipal School, RST Madhyamik School, Sarawati Vidyamandir and Swami Muktanand High School.

The students are divided into 4 groups and by rotation they visit 4 different departments of science.

Demonstration experiments like in physics like dispersion and reflection of light, heating effect of electric current, faraday's law, digital thermometer and optical telescope are displayed to provide them with additional information in modern technology. Observing the spectrum of light and deflection in the galvanometer due to magnetic induction was altogether a different experience for them. They were amazed by the wonder effect of laser beam showing light travels in a straight line and optical fiber which can bend light through pre-determined path. In chemistry, processes like Distillation, Crystallization, Titration, introduction of instruments like pH meter, conductometer, polarimeter were demonstrated. Attractive presentations for topics like Dissection of flower - Rosa sinensis and parts of flower, slide of spirogyra, advantages of fungi (Specimen), evolution in plants, best from kitchen waste, PPT on different types of insectivorous plants, charts on pollination and Slide of stomata from leaf section are highlights of exhibits each year.

Some power point presentations on topics like Chandrayaan-2 made by SYBSc students and videos on topics like 100 discoveries in science are greatly enjoyed by all the visiting schools.

In this activity SYBSc and FYBSc students worked as volunteers in managing the crowd and also explaining the exhibits.

The students were fascinated by the demonstration experiments as they had read the theory in the text book but not had a practical experience. This is evident from the contented and smiling faces of the students. The students even after their time for particular demonstration is over, were unwilling to leave those laboratories. They were curious to understand more about the topic and asked many questions. This exhibits their willingness to gain scientific knowledge. This program also feeds to their inquisitiveness. They ask us about taking admission in our college for pure science program. Teachers acquaint them with the different careers with pure sciences as base.

Feedback from students and school teachers are obtained. Their positive remarks motivate us to improve on the betterment of this outreach program.

A letter of appreciation is given each year to our college by Kumud Vidya Mandir for our initiative as a

step towards betterment of the society and helping young mind in their journey of science education.

It is difficult to get common and free slots for all the laboratories to conduct this program. Sometimes some schools conduct their unit tests on the scheduled days of the program. In that case, we have to reschedule the program. It is challenge to design very short and safe experiments for such young teenagers to conduct on their own. Some schools on receiving invitation from our college, are not willing to send their students as they to have to make arrangements for the same. In that case, we have to persuade through our Principal to the higher authorities of that school by explaining the purpose of this activity.

2. Student Welfare Program of issuing Income & Domicile Certificate

This program is designed for the reserved category students.

The purpose of this student welfare activity is –

- 1.To make the reserved category students aware of different types of scholarships / freeships available to them.
- 2.To inform them about the requirements and also the process of applying for the same.
- 3.To help them in acquiring the required documents which are difficult to procure namely Income and Domicile certificates.

Thereby institute aims at increasing the number of students availing this benefit offered by government. This will eventually lead to more number of reserved category students acquiring higher education and the financial weakness will not become hindrance in their educational career.

Our College is situated in the area which is surrounded by under privileged residents. Our students are the children / wards of these residents. Most of them belong to reserved category. About 42 – 45% of our students population comes from reserved category. There are different types of scholarships introduced by Government of Maharashtra, for students belonging to different reserved categories based on their caste and financial condition. Additionally, the students belonging to caste and particularly low income group, can get freeship from Government. It was observed over the years that, very few students avail these facilities in spite of sending frequent notices for the same. Study of students not applying for scholarship/freeship showed that they do not get prescribed documents particularly Income and Domicile certificates. Hence college took initiative in designing this student welfare activity.

In pre-pandemic era, the notices were prepared by Student Welfare Fund Committee (SWF) containing the list of documents required to apply for scholarship / freeship. These notices were sent periodically to classrooms. The notices were also displayed on notice boards. This list was also included in the front pages of prospectus.

The list of variety of scholarships was displayed near the front gate of the college in the form of banner, in such a way that student will obviously read it.

The list of scholarships was also added in the prospectus.

At the counter assigned for scholarship and freeship, free pamphlets containing the list of documents were kept for distributing to the students who come to enquire for the same.

The Government agencies such as Tahsildar / Talathi were requested to hold the camp for Income certificate by sending their officials to our college on stipulated date. In the year 2020-21, in spite of pandemic, we are also requested these authorities to hold camp for Domicile certificate as well.

Much before the stipulated date, the students were informed about the date and time of the camp so that they can make preparations for the same.

A guidance workshop was held for students interested in getting income and domicile certificates, during which their queries were responded to.

In pandemic period, the notices were circulated on What App groups. The invite was sent to join the What App gr specially floated to guide the students on applying for scholarship/freeship. The information related to documents required for applying for income and domicile certificates was on these groups and queries, if any, were resolved on this group.

The Talathi with certain external agencies who help in this regard hold the camp in our college wherein students were helped to fill the form and submit the required documents. After a stipulated time, the income and domicile certificates were issued to students in the college itself.

The Student Council members always helped in this activity. They prepared a banner and set a counter to guide these applicants. The banner showed a sample application form. They even guided students by showing them how to fill the application form on government portal and upload documents.

College wanted all the students who belong to any type of reserved category shall apply for the Government scholarship/freeship and gain the benefit of it.

It was observed that most of the reserved category students are also financially weak. Their parents somehow manage to render them higher education. If academic fees is borne by Government, then these students will be encouraged for college education and will become more employable.

This will help in achieving equality of opportunities in the society.

Large number of students collected the free application forms and attended the guidance workshop.

Students joined the Whats App groups meant for scholarship/freeship seekers and were enthusiastically asking questions about applying for these schemes.

Even they shared their experiences in getting Income and /or Domicile certificates with others on groups. These discussions served as education to other seekers.

Though all of them could not acquire the required documents to apply for income and domicile certificates, there was a remarkable increase in the number of beneficiaries of Government scholarship/freeship scheme for reserved category students.

The rise in number of beneficiary's year on year gives a strong evidence of the success of the activity.

In spite of repeated notices in pre-pandemic era and many invites to Whats App groups made for scholarship/freeship seekers, many students did not show keenness in preparing for application to these

schemes.

Many of the seekers were unable to produce documents of evidence of their 15 years stay in the State as they shift the residence frequently. Many a times the income source was varying and hence it was difficult to get evidence for annual income.

Many a times inspite of our endeavor to reach them, due to disinterest of the students they were unaware of the benefits of scholarship / freeship.

It was observed that students asked the same queries repetitively to the B. C. Cell incharge teachers who were tirelessly responding to the queries of students.

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:

Institutional Distinctiveness

Our College is situated in that ward of Mumbai Municipal Corporation which has lowest human development index out of the total 24 wards. Obviously most of the residents in the area nearby college belong to low socio and economically strata of the society. Most of them are workers in variety of fields and hence in their life of hand to mouth situation, hardly get time or are interested in the spending time on their ward, though they wish that their children get higher education and reach a better level of living. However, this lack of time, or disinterest of parents results in low academic level of children. Thus 90% - 95% of our students belong to low socio – economic – cultural group of society and particularly have low academic background. Nevertheless, it is a challenge for the teachers and support staff not only to give them higher education but also to bring them up on various counts in their life.

The Vision and Mission of our parent organization goes well with the these conditions of our students. Always our Management guides all the staff members to move on the path of helping such needy and under-privileged students.

1. Vernacular medium:

Most of the students (90%) have their school education in vernacular medium such as Marathi, Hindi, Urdu etc. so teachers always try to explain the hypothesis or concepts of any topic in 02 languages one

English which is our medium of instruction and other in which students are comfortable.

2. Remedial Coaching:

There is a policy and procedure for classifying slow learners. We conduct remedial lectures prior to each exam.

3. Fluency in English:

Spoken English is the weakness of most of our students. Department of English has indigenously designed 'Effective English Skills' certificate course considering the need of our students. This programme is conducted at minimal fees atleast twice in a year. Similarly we also invite Times of India group to conduct Spoken English classes under the title "Teach India" for our students.

4. Moral value inculcation:

To emerge as good citizens, students need to have a strong base of moral values. Hence our Department of Psychology in collaboration with Counselling Cell have designed a story telling certificate course 'Jeevan Ke Rang Kahaniyo Ke Sang'. Counsellors try to inculcate moral values through these stories.

5. City Visits

It was observed that many a times students, especially girls students although stay in the world renowned city of Mumbai, they have hardly any information about the city. So we floated the idea of city visits. Around 08 students girls and boys taken together, of more than 18 years of age, are encouraged to visit the heritage monuments in the city of Mumbai such as Gate Way of India, Asiatic Library, Jahangir Art Gallery, Marine Drive, Rajabai Tower, University of Mumbai (Fort Campus) etc. and also to visit Chhatrapati Shivaji Maharaj Vastu Sanghralaya (Museum). College provides for travelling allowance, museum tickets and snacks to such group of students. These students have to submit photographs and report on these visits. Thereafter they present their experiences in the class room of such visits.

6. Income and Domicile Certificate issuing camp:

High percentage of our students belong to reserved category. Due to various personal reasons, they are unable to get income as well as domicile certificate. Our College helps and guides them by holding a camp on issuing these certificates. College invites Tahsildar and Talathi to our college for this camp. Student Council members also set up a counter to guide these students in 1:1 ratio.

7. Importance of health:

We arrange many guest lectures in which the importance of health and low cost processes to maintain good health are discussed. "Low cost health and beauty tips" is another activity of Health Care Centre.

8. Field trips / excursions:

Students learn on many aspects of practical life if they are given a direct exposure. Our Departments of Sciences, Economics and Accountancy arrange for field visits, industrial visits and excursions. College

always bears the part of expenditure to enable financially weak students to participate in such activities.

9. Employability enhancement:

Considering the need of the students to support their family and make oneself financially independent, college holds frequent employability enhancement activities. Most of the time these are free of charge. In some cases they are minimally charged. These activities contain mock personal interviews, mock group discussions, resume preparation and uploading resume on employment websites. We also hold many certificate or crash courses such as Advance Excel, Tally- GST, MS-CIT, IBPS, Python, Django, NISM, NCFM etc.

10. Coaching for competitive exams:

College invites expert faculty to train our students for competitive exams like UPSC, MPSC, IBPS, MBA-CET etc. In comparison to very high charges of outside coaching classes, college charges meagerly for these coaching classes to our students.

11. Book Bank Scheme:

We invite open and reserved category students to apply for book bank. One more trust 'Siddhivinayak Mandir Trust' has also offered our students the book bank scheme. In this way, we provide students textbooks free of charge for their academic learning.

12. Activities for women:

Girl students are always encouraged to undertake entrepreneurship based on their certain skills. The skills of girl students are appreciated by inviting them to present their skill and paying them honourarium as well as certificate of appreciation. They are awarded cash prizes for frequently visiting gymkhana to remove a social stigma from their minds about physical activities and sports. They are trained by inviting social workers on issues related to sexual harassment, women's legal right and women safety.

13. Parents meeting:

Parents teachers meetings are conducted in which a dialogue with relatively less educated parents is developed. Parents are always specially honored for providing facilities for higher education to their wards.

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

NAAC

5. CONCLUSION

Additional Information :

- Institute has traversed a long journey of 43 years of imparting higher education to the disadvantaged class of society residing in the nearby areas (81% slum population of Mumbai resides in our ward).
- College conducts 10 UG, 5 PG and 2 Ph. D. programmes with choice of many courses in every stream
- The admission process is completely made online. This has increased the ease and transparency of the system.
- Understanding the need of students of employment immediately after completion of programme, many of the programmes are commerce oriented.
- Management also conducted centres for distance and open learning like IDOL (institute of Distance and open learning of University of Mumbai), YCMOU (Yashwantrao Chavhan Maharashtra Open University) and offered laboratory facility to Madurai Kamraj University's PG programme.
- As a gesture of community linkages, management offers the seminar hall, quadrangle and Seminar Hall of the college to conduct Isha Foundation Yoga sessions, Chinmaya mission spiritual programmes, Army weaponay exhibition, Fine Arts Society's Musical instrument exhibition, and literary programmes of local organizations like Marathi Sahitya Rasik Mandal, Konkani Marathi Sahitya Sammelan, Sharadhbhau Acharya Smruti Vyakhyanamama etc.
- To reach the community and conduct programmes for its development, management is starting Community Radio through our college which will start in two months period.
- College was first accredited by NAAC in the year 2003.
- College has taken steps for implementing recommendations of NAAC Peer Team given in the third cycle of accreditation.
- College received "Best College Award" in Urban Area by University of Mumbai.
- Our college has received the ISO certification in the field of Educational Services for graduate and post graduate programmes.
- In the assessment period, college has developed ICT infrastructure through-out the college classrooms and laboratories and provided broad band facility of 50 MBps speed.
- Many departments of college organised many seminars and conferences at national and international level including FDP in Accountancy, Guest lectures on NEP 2020 and Blooms Revised Taxonomy.
- Some of our teachers have received awards by Government and NGOs.

Concluding Remarks :

- College has always been working for all these years for the children of downtrodden residents in the vicinity.
- College is striving to uplift these first generation learners in every possible way such as financial aid, counselling, book bank scheme, many add-on and certificate courses either totally free or at notional fees and complete guidance and active help in facilitating them to get benefits from Government schemes available to the reserved category students.
- College is offering them best possible infrastructure, learning facilities with motivation to march ahead in life at every level.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. Any 2 of the above Remark : as per hei 2 of the above</p>																				
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 : 17 Answer after DVV Verification: 16</p> <p>Remark : asper HEI par with 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>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>06</td> <td>02</td> <td>02</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>5</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Remark : as per the document excluding MBA CET COURSE</p>	2020-21	2019-20	2018-19	2017-18	2016-17	03	06	02	02	0	2020-21	2019-20	2018-19	2017-18	2016-17	3	5	1	1	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
03	06	02	02	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
3	5	1	1	0																	
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>																				

2020-21	2019-20	2018-19	2017-18	2016-17
51	434	168	110	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
51	211	156	75	0

Remark : AS PER THE PROVIDED DOCUMENTS MCA-CET EXCLUDED

1.3.2 **Average percentage of courses that include experiential learning through project work/field 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:

2020-21	2019-20	2018-19	2017-18	2016-17
28	28	28	28	28

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
28	28	28	28	28

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 : 3092

Answer after DVV Verification: 3092

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

Answer before DVV Verification : C. Any 2 of the above

Answer After DVV Verification: B. Any 3 of the above

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

2.1.1 Average Enrolment percentage (Average of last five years)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5179	5047	4987	4378	4230

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5176	5047	4987	4378	4230

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)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2379	1841	2073	1818	1904

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17

2379	1841	2073	1818	1904
------	------	------	------	------

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 83

Answer after DVV Verification: 83

Remark : AS PER HEI

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)**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	9	8	7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	09	09	08	07

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)**

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 801

Answer after DVV Verification: 801

2.6.3 **Average pass percentage of Students during last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1093	1081	716	750	718

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1093	1081	716	750	718

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1189	1240	1125	1245	1153

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1189	1240	1125	1245	1153

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:

2020-21	2019-20	2018-19	2017-18	2016-17
00	0.95	1.20	0.30	3.29

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	0.95	1.20	0.30	3.29

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 : 06

Answer after DVV Verification: 06

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	3	1	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	3	1	5

3.1.3.2. Number of departments offering academic programmes

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	17	17

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	16	15

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	0

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

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

Answer before DVV Verification : 14

Answer after DVV Verification: 14

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

Answer before DVV Verification : 6

Answer after DVV Verification: 06

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:

2020-21	2019-20	2018-19	2017-18	2016-17

11	10	9	14	10
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	10	9	14	10

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 in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	10	08	05	02

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	10	08	05	02

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:

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	04	1	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	04	1	02

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**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	26	28	27	24

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18	26	28	27	23

Remark : AS PER HEI NOT UPLOADED GEOTAGGED PHOTOS

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1056	1922	2043	1894	1117

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1056	1922	2043	1894	1117

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	53	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	53	0	0	0

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	02	2	01

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

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 : 18

Answer after DVV Verification: 18

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7.11	27.7	30.7	17.9	17.2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7.11	27.7	30.7	17.9	17.2

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**

Answer before DVV Verification : D. Any 1 of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : AS PER THE HEI 3 OF THE ABOVE

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)

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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2.68	4.13	4.24	8.41	8.28

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2.68	4.13	4.24	8.41	8.28

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 : 520

Answer after DVV Verification: 520

4.3.3 Bandwidth of internet connection in the Institution

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: A. 750 MBPS

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)

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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
66.48	91.37	81.10	70.26	76.60

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
66.48	91.37	81.10	70.26	76.60

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

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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
852	601	386	199	650

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
852	601	386	199	650

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

5.1.2.1. Number of students benefitted 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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
97	69	171	78	87

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
97	69	171	78	87

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: A. All of the above

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:

2020-21	2019-20	2018-19	2017-18	2016-17

206	26	36	875	352
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
206	26	36	875	352

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: C. 2 of the above

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
40	19	16	21	04

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
40	19	16	21	04

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

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

Answer before DVV Verification : 391

Answer after DVV Verification: 391

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.)**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	0	0	0

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.

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.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	0	08	06

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	0	08	06

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)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

01	9	12	26	12
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	09	12	26	12

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

Answer before DVV Verification : E. <1 Lakhs

Answer After DVV Verification: B. 4 Lakhs - 5 Lakhs

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: A. All of the above

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**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
05	59	67	40	46

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
05	59	67	40	46

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**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

04	11	04	03	02
----	----	----	----	----

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	09	04	01	02

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).**

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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	04	31	06	07

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	04	31	06	07

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3.53	2.13	2.29	0.24	0.21

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3.53	2.13	2.29	0.24	0.21

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**

	<p>Certification, NBA)</p> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: A. All of the above</p>
7.1.2	<p>The Institution has facilities for alternate sources of energy and energy conservation measures</p> <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: C. 2 of the above Remark : AS PER HEI</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: A. Any 4 or All of the above</p>
7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: C. 2 of the above</p>

Remark : AS PER HEI 2 OF THE ABOVE

7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>

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" data-bbox="196 1395 986 1507"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>649</td> <td>647</td> <td>622</td> <td>618</td> <td>603</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1585 986 1697"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>659</td> <td>670</td> <td>624</td> <td>601</td> <td>605</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	649	647	622	618	603	2020-21	2019-20	2018-19	2017-18	2016-17	659	670	624	601	605
2020-21	2019-20	2018-19	2017-18	2016-17																	
649	647	622	618	603																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
659	670	624	601	605																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1859 986 1971"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>17</td> <td>16</td> <td>15</td> <td>15</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p>	2020-21	2019-20	2018-19	2017-18	2016-17	17	17	16	15	15										
2020-21	2019-20	2018-19	2017-18	2016-17																	
17	17	16	15	15																	

2020-21	2019-20	2018-19	2017-18	2016-17
16	15	15	14	14

2.1 **Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4680	4043	4084	4195	4044

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2336	2261	2237	1984	1916

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2379	1841	2073	1818	1904

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1403	1224	1156	1295	1240

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1403	1224	1156	1295	1240

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
83	80	76	79	71

Answer After DVV Verification:

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2020-21	2019-20	2018-19	2017-18	2016-17
83	80	76	79	71

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
44	44	44	44	44

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
44	44	44	44	44

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 37

Answer after DVV Verification : 37

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
246.30	362.24	369.53	350.64	325.95

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
246.30	362.24	369.53	350.64	325.95

4.3 **Number of Computers**

Answer before DVV Verification : 233

Answer after DVV Verification : 233