SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

K.M.AGRAWAL COLLEGE OF ARTS COMMERCE AND SCIENCE KALYAN

K.M. AGRAWAL COLLEGE PADGHA ROAD, GANDHARE
421301
www.kmagrawalcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

K.M. Agrawal College of Arts, Commerce and Science managed by 'Hindi Bhashi Jankalyan Shikshan Sanstha, Kalyan' was established in September 1994 by eminent personalities from Kalyan City in the fields of education, politics, business and social work. Some of them are also associated with other institutions engaged in higher education. The Trust consists of 25 trustees out of whom 15 Trustees are the members of College Governing Council, who have been actively contributing in the overall development of the College. The Institution was formed with the vision to provide need-based and updated education to the student community transforming them into excellent and sincere human resource.

The College is affiliated to University of Mumbai receiving Grant in Aid from Government of Maharashtra. It is recognized under section 2(f) and 12 (B) of University Grants Commission.

The College has undergone two cycles of accreditation by NAAC with grade B+ in first cycle in 2006 and with grade 'A' at a CGPA 3.03 in the year 2014. It has also received ISO certification (9001:2015).

The College IQAC was established in the year 2006. It has been functioning as a catalyst for many processes about quality sustenance and enhancement. Perspective plans were framed as per the recommendations made by the NAAC peer teams of previous cycles.

Vision

To become an institution of higher education with modern facilities to provide need-based and updated education to the student community transforming them into excellent and sincere human resource.

Mission

To enable students to develop their intellect, self-confidence and responsible behaviour towards society and to stand in globally competitive environment for overall empowerment of the nation.

Our Core Values

1)   Imparting quality education

2)   Fostering leadership & Entrepreneurial skills

3)   Sensitization towards social upliftment & environmental consciousness

4)   Promoting use of technology

5)   Inculcating human values

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Qualified Teaching Staff with modern approach in teaching
2. More emphasis on experiential and participative learning i.e. industrial visits, study tours, excursions, heritage walks etc.

3. Student centric activities

4. Sensitization of students towards social cause

5. Rich tradition of compassionate extension activities by NCC/ NSS Units

6. Continuous improvement and upgradation of existing infrastructure

7. Well-lit and properly ventilated spacious class rooms and laboratories for teaching and learning

Institutional Weakness

1. Limited campus area

2. No hostel facilities

3. Inadequate public transport facilities due to location situated at the outskirts of the city.

4. Less number of government/ non government funded Research projects

5. Less number of collaboration and linkages at National /International level

6. No registered patents at institutional credit

Institutional Opportunity

1. To enhance Skill Development Courses

2. To have MOU's/ Linkages with Industries and Foreign Universities

3. To upgrade Research Centre facilities

4. To generate resources through Alumni

5. To align programs with needs of the local industry in the surrounding area

Institutional Challenge

1. Lack of effective communication skills among the students

2. Improvement of the academic performance of students from rural areas

3. Migration of students from traditional courses to professional courses

4. To generate grants and resources for the Research Projects

5. Inadequate public transport facilities

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects:

Curriculum Planning, Implementation and Enrichment:

- The College has effective Curriculum delivery and implementation through a well-planned process
- Six Certificate courses and Seven value added courses imparting transferable and life skills are offered
- 6.06 % of students are enrolled in Certificate / Add-on programs against the total number of students
- The participation of teachers in various bodies of University: –

- Board of Studies – Four teachers
- Certificate/ Add-on courses - Nine teachers
- Evaluation process (LIC & Expert Committee) – Three teachers
- Paper Setting at PG Level – Four teachers

UG Level – 19 teachers

- Assessment at PG Level – Eight teachers

UG Level -49 teachers (100%)

- 2 new programs (Ph.D.) are introduced
- 77.78% programs of Choice Based Credit System are implemented

- All Students are offered equal opportunities irrespective of gender at every step of policy framing and implementation
  - Cross cutting issues relevant to Environment and Sustainability are integrated in a planned manner in the curriculum
  - 16.37% of students had undertaken project work/ internships
  - **Feedback System:**

Structured feedback is regularly collected from four types of stakeholders. It is analysed and action is taken thereafter. Based on the analysis of feedback, appropriate action is taken in the form of offering value added courses and student centric activities.

Teaching-learning and Evaluation

Student Enrolment and Profile:

- **Enrolment**: Around 1400 students take admissions in College every year at entry level. Total strength of the College is 3226 for the last academic year.
- **Seats filled against reservations**: Being Minority College 50% seats are reserved for Minority quota. Reservation policy is strictly followed by the College for the remaining 50% seats.
- **Student-teacher ratio: 65:1**
- **Catering to Student Diversity:** After admission students are assessed for their learning levels. Special measures are adopted for slow learners and advanced learners. Students are encouraged to interact with faculty members beyond classroom to ensure individual attention.
- **Teaching Learning Process**: A variety of student centric teaching methods are used.

All teachers make use of ICT resources. Experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences through different activities like study tours, internships, industrial training etc. Intensive coaching and remedial coaching is conducted by departments for advanced learners and academically weak students. Structured Mechanism for mentoring is in place.

- **Teacher Profile and Quality**:
    - Full Time teachers against sanctioned posts : 96.54%
    - Permanent Full Time teachers with Ph.D.: 32.7%
    - Average teaching experience :15 Years
- **Evaluation Process:** Semester system for all faculties has been introduced by the University of Mumbai; from Under-graduation to Post-graduation. Internal Evaluation comprises of class tests, projects, viva, assignments etc. All the teachers practice internal evaluation and its mechanism is transparent and robust. The mechanism to deal with exam related grievances is transparent, time bound and efficient.
- The **POs/PSOs/COs** are stated and displayed on website and in the Departments. These are communicated to the stakeholders after admission process.
- **Student Performance:** Attainment of the POs/PSOs/COs is reviewed regularly.

This is evaluated on the basis of

- Result analysis of all the results. Review of these results in IQAC and CDC meetings.
- Review of feedback from students, alumni and employers. Analysis of these feedbacks is done. Accordingly actions are initiated at various levels.
- The average pass percentage of the current year is 74.97%.

Research, Innovations and Extension

Research, Innovations and Extension

- Resource Mobilization for research: Seven teachers have received research grants amounting to Rs. 7.8 Lakhs for seven projects
- 14% Teachers are recognized Ph.D. Guides in 5 subjects
- 14 % of departments have Research projects funded by Government and non Government agencies
- **Innovation Ecosystem**:

- UG/PG departments encourage students to participate in Seminars and conferences and to make presentations.
- Anubhooti Club screens masterpieces and classic movies in the Auditorium promoting an ambience of visual artistry
- College Magazines and other publications portray the creative talents of students
- **"Navdhara"** a Centre for Excellence functioning in the College conducts programs to inculcate the spirit of entrepreneurship among the students.

- Each year workshops/seminars are conducted on Research Methodology, Intellectual Property Rights (IPR) etc.
- **Research Publications and Awards**
    - The College has 266 research publications to its credit.
    - Average Research papers per teacher in the Journals notified on UGC website during the last five years is 0.74.
    - Number of books and chapters in edited volumes/books published and papers published in National/ International conference proceedings per teacher during last five years is 4.58

Extension Activities

- Institution promotes student engagement, institute – local community relationship, contributing selfless service and developing holistic approach among students.
- Remarkable extension activities are organized for society with the help of students, NSS volunteers and NCC cadets.
- Various activities like Blood Donation Camps, Tree Plantation, Yoga week, Distribution of cotton bags, under "*Say No to Polythene bags*" program, Environment Awareness Camp, Aids Awareness Campaign, *Swachcha Bharat Abhiyan*, Road Safety Rally are conducted regularly.
- College has conducted 71 extension and outreached Programs in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC, etc., during the last five years and is bestowed with 8 awards for such extension activities from Government/ Government recognised bodies during the last five years. 37.66% of students have participated in extension activities

Collaboration:

- College has 9 functional MOU's and 36 activities are organized as Collaborative activities for research, Faculty exchange, Student exchange/ internship.

Infrastructure and Learning Resources

Physical Facilities:

- The College has adequate infrastructure facilities including 30 classrooms, 5 laboratories, a state of art

Library with spacious Reading Room and a well equipped Auditorium.
- The College also has an administrative blocks for various functionaries.
- 87.1% of the class rooms are provided with ICT facilities.
- There are adequate sports/recreation facilities for indoor and outdoor games.
- The average budget allocation for infrastructure augmentation is 8.44 %.

Library as a Learning Resource :

- The Library is fully automated through proper networking and integrated library management system (ILMS) with library software "SOUL 2.0" of INFLIBINET. Circulation of books is on BAR-CODE System. Online Public Access Catalogue (OPAC) is provided to the user and WEBOPAC is available through separate library webpage.
- A library portal is designed on College website (www.kmagrawalcollege.org/library) for   different services for users.
- AR code access for subject-wise Reference books with shelving location is also available.
- Library is equipped with 22 computers with Internet, two printers, two barcode printers and six barcode scanners.
- Average Annual expenditure for purchase of books/e-books and subscription to journals/e-journals is Rs. 12. 54 lakhs per year.
- 13.95 % of the teachers and students visit library daily having physical count of 260 per day.

IT Infrastructure

- The College has modernized computer facility with 185 computers of latest configuration loaded with licensed operating systems and necessary software.
- Two computer laboratories located on 1st floor and 4th Floor respectively upgraded with LAN equipped architecture and Wi-Fi Enabled structure.
- College has e-Zone at Library and Language Laboratory.
- Maintenance of all IT infrastructure through AMC's
- The College has Broadband connections of 100 Mbps. Additional 20 Mbps connection is available exclusively for Library usage.

Maintenance of Campus Infrastructure

- There are established systems and procedures for maintaining and utilizing physical, academic and support facilities.

Student Support and Progression

Student Support

- The College extends financial and other kinds of support to economically weak, Physically challenged students, and to outstanding students participating in NCC/NSS/Sports and Cultural Activities.

- The Government Scholarship of INR15, 282931 to 2521 students and Management concessions of INR 7,58,570 to 195 students is granted over a period of last 5 years.
- The college conducts skill enhancement and capacity building programs such as Yoga, Communication Skills, Language Skills and Spiritual Lectures.

- Around 19.98 % of the students are benefited by guidance for competitive examinations and career counseling offered by the institution.

- The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.
- The placement and student progression to higher education data is as follows:

- Placement of outgoing students : 5.6 %
- Progression to higher studies: 10.8%
- 13 students have qualified NET/SET/ NCC B and C certificate exams conducted by Central Government.

Student Participation and Activities:

- 23 medals have been bagged by the students of the College for outstanding performance in sports/cultural activities at National / International level.

- The student council is formed every year. This facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities of the College.
- College had organized University level zonal round of youth festival in association with University of Mumbai.
- On an average 20 Sports and Cultural Activities are organized at college level per year.

Alumni Engagement:

- Alumni association of the College registered as *Snehanubandha Alumni Association.*
- College being located at the outskirts of the city, caters to the need of rural students. Many students are first generation learners. College alumni guide these students in selection of career options.
- The Alumni Association deals with these problems by personal counseling. It also plays significant role in community services under the banner "Sakav-the bridge". Many social activities are conducted by Snehanubandha along with present students. College confers "AGRAJ PURASKAR" to outstanding alumni every year.

Governance, Leadership and Management

Institutional Vision and Leadership:

- The College is a Linguistic Minority Institution.
- In tune with the vision, mission and the recommendations from NAAC Peer Teams of previous cycles, the Management prepares perspective plan.

Strategy Development and Deployment :

- College Governing Council ensures the effective implementation of all action plans.
- The Institution has well developed strategic plans. IQAC is actively involved in the planning process.
- The College practices the culture of decentralization and participative management.

- The College has implemented e-governance in all areas of operations like administration, Finance, Accounts, student admission and support and examinations.

Faculty Empowerment:

- The College Management is generous towards various welfare measures for teaching & non-teaching staff.
- 15 Professional development / administrative training programs are organized by the Institution for teaching and non teaching staff.
- The College has yearly Performance Appraisal System for teaching and non-teaching staff.

Financial Management and Resource Mobilization :

- The College organises Internal and Statutory Audits regularly. The accounts of salary grant is audited by the auditor appointed by Joint Director of higher education, Government of Maharashtra from time to time.

Strategies for mobilization of funds:

- The Annual Budget is prepared and utilization of funds is monitored by the members of College Governing Council.
- The College received grants from UGC.
- College also generates revenue from various sources like hiring of Badminton Court, Gymkhana/ Ground facilities.
- College is a center for CA Examinations and Orientation programs

College IQAC :

- IQAC of the College adopts various strategies of enhancing quality in teaching and learning
- College reviews the teaching learning process and outputs periodically.
- College has completed academic audit up to 2018-19.
- The College has participated in NIRF in 2019-20

- It takes initiatives to organize various Conferences, Seminars and Workshops.
- Collection and analysis of feedback followed by action taken is discussed in IQAC meetings.
- As an outcome of IQAC initiatives, special budget for College Level Research activities was allocated.

Institutional Values and Best Practices

Institutional Values and Social Responsibilities:

- The College Woman Development Cell promotes gender equality. 24 programs have been organized during the last five years.
- College provides facilities for safety and Security of girls.
- The College has a facility of onboard professional counselor.
- Various programs are conducted for the students to eradicate blind faith, superstitions, etc to understand the importance of the rational and scientific attitude.
- Lectures on drug rehabilitations are conducted
- Tree plantation and blood donation are regular features.

Alternate Energy initiatives:

- The College has facility of Solar panels
- 95% of annual lighting power requirements is met through LED bulbs
- Rain Water harvesting is done by pit method.

Disabled-friendly, barrier free environment

- The College campus is equipped with lift, ramps, wheel chair etc., for Differently abled students

Sensitization to the constitutional obligations:

College celebrates commemorative days and festivals and arranges programmes to sensitize students towards the constitutional obligations**.**

Code of Conduct :

- The College has published Code of Conduct
- The College functions as per the professional code prescribed by Maharashtra Universities Act, 2016 and UGC regulations.

Best Practices:

The College has number of practices in tune with its vision, mission, core values and objectives. The two best practices are :-

1. **SAKAV-- The Bridge (????) :-** The College focuses towards education and development of the socially and economically weaker sections of the society with the objective of ***"reach the unreached"***
2. **Gandhi Mahotsav :** College Celebrates Gandhi Mahotsav every year during the period from 22nd September to 2nd October with the motto to inculcate Gandhian values amongst students.

Institutional Distinctiveness: The College has performed remarkably well in many areas distinctive to its vision, priority and thrust. One such area is to nurture the **first generation learners** of the surrounding villages.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	K.M.AGRAWAL COLLEGE OF ARTS COMMERCE AND SCIENCE KALYAN
Address	K.M. AGRAWAL COLLEGE PADGHA ROAD, GANDHARE
City	Kalyan
State	Maharashtra
Pin	421301
Website	www.kmagrawalcollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Anita Manna	0251-2970297	9820981698	-	kmagrawaliqac16@gmail.com
IQAC / CIQA coordinator	Bhavana D Patil	0251-8422000070	9769405714	-	bdpatil225@gmail.com

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

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minoroity status.pdf
If Yes, Specify minority status	
Religious	
Linguistic	HINDI Linguistic Minority
Any Other	

Establishment Details	
Date of establishment of the college	22-09-1994

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	27-02-2009	View Document
12B of UGC	27-02-2009	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

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	K.M. AGRAWAL COLLEGE PADGHA ROAD, GANDHARE	Urban	1.78	6650

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	English	1291	1201
UG	BA,Economics	36	HSC	Marathi	480	131
UG	BA,History	36	HSC	Marathi	480	131
UG	BSc,Chemistry	36	HSC	English	378	248
UG	BSc,Physics	36	HSC	English	120	5
UG	BSc,Information Technology	36	HSC	English	197	193
UG	BSc,Computer Science	36	HSC	English	192	176
UG	BMS,Bachelor Of Management	36	HSC	English	406	403

	Studies					
UG	BCom,Accounting And Finance	36	HSC	English	337	314
UG	BCom,Banking And Insurance	36	HSC	English	203	170
PG	MA,Economics	24	BA ECONOMICS	Marathi	120	15
PG	MA,History	24	BA HISTORY	Marathi	120	21
PG	MCom,Mcom Business Management	24	BCOM	English	120	80
PG	MCom,Mcom Advanced Accountancy	24	BCOM	English	120	95
PG	MSc,Msc Organic Chemistry	24	BSC	English	40	38
Doctoral (Ph.D)	PhD or DPhil,Phd Physics	36	PG	English	5	0
Doctoral (Ph.D)	PhD or DPhil,Phd Commerce	36	PG	English	8	4
Doctoral (Ph.D)	PhD or DPhil,Phd Economics	36	PG	English,Marathi	8	1
Doctoral (Ph.D)	PhD or DPhil,Phd Accountancy	36	PG	English	4	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				6				26
Recruited	0	0	0	0	1	5	0	6	18	7	0	25
Yet to Recruit				0				0				1
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				19
Recruited	0	0	0	0	0	0	0	0	10	9	0	19
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				21
Recruited	16	2	0	18
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				11
Recruited	6	5	0	11
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				5
Recruited	5	0	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	3	0	8	5	0	17
M.Phil.	0	0	0	0	1	0	1	1	0	3
PG	0	0	0	0	1	0	9	1	0	11

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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	1	0	1
PG	0	0	0	0	0	0	10	8	0	18

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	16	9	0	25

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	1620	0	0	0	1620
	Female	1373	0	0	0	1373
	Others	0	0	0	0	0
PG	Male	94	0	0	0	94
	Female	101	0	0	0	101
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	6	0	0	0	6
	Female	6	0	0	0	6
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	288	141	149	169
	Female	141	138	135	142
	Others	0	0	0	0
ST	Male	39	30	44	40
	Female	36	42	53	39
	Others	0	0	0	0
OBC	Male	436	473	541	531
	Female	372	408	407	358
	Others	0	0	0	0
General	Male	506	28	461	406
	Female	495	48	455	524
	Others	0	0	0	0
Others	Male	475	1054	526	494
	Female	438	855	407	375
	Others	0	0	0	0
Total		3226	3217	3178	3078

Extended Profile

1 Program

1.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
538	536	536	536	536

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	16	16	16	16

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3226	3217	3178	3078	2926

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

2018-19	2017-18	2016-17	2015-16	2014-15
1257	1244	1240	1204	1202

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
795	941	888	814	844

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

2018-19	2017-18	2016-17	2015-16	2014-15
50	50	51	52	48

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
52	52	52	53	48

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 24

4.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
294.49	334.85	265.45	256.12	195.04

4.3

Number of Computers

Response: 173

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:

The institution has its own plans for the effective implementation of curriculum in
co-ordination with vision, mission & objectives. The well planned process is presented below:-

* Academic Calendar of the College is prepared as per the university calendar.
* Keeping in view the academic calendar of the College the Teaching plans for academic year is prepared by each subject teacher.
* At the beginning of the term head of the departments conduct departmental meetings. The course-wise works also distributed based on specialization and expertise of teachers. Departmental time-tables are set accordingly.
* Monitoring of lectures conducted by the teachers is done by each department.
* The College conducts Workshops on revised syllabus in association with Board of Studies (BOS), University of Mumbai.
* Departments conduct regular departmental meetings for reviewing of implementation of curricular and co-curricular activities.
* Departments submit their yearly plan of Curricular activities such as teaching plans and monitoring reports to IQAC.
* The teachers prepare term-wise teaching plans for each course assigned to him/her with due consideration to Continuous Internal Evaluation (CIE). The Head of the department monitors planning, execution and maintenance of records of the teaching activity. Mid-term review meetings for necessary alterations and modifications are conducted at the department level only.
* IQAC prepares the Annual Academic Calendar & Academic Event Planner of all the activities such as organization of seminars, workshops, conferences, internal assessments and placements.
* Teachers diary is maintained by each teacher.
* To make the curriculum more learner centric, teacher adopts the methods of ICT presentation, case study, using e- resources.
* In certain subjects' project work is compulsory as a part of experiential learning.
* Remedial Coaching is provided to academically weak students.
* Departments conduct revision lectures and class tests on certain topics in the class to develop better understanding.
* Language departments conduct reading and writing sessions to enhance pupil's reading and writing skills.
* Year wise feedback on Curriculum is called from students, teachers and other stake holders.
* Guest lectures by the eminent academicians, industrial persons are arranged by the departments to keep the students updated about the latest developments in their respective Courses.
* Departments organize study tours, excursions and visit to research centers for experiential learning.

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:

Every year, Principal, faculty-wise Vice-Principals, Coordinators and Head of departments along with the IQAC prepare an overall academic and event calendar for the College, taking into account the tentative University schedule of examinations. Thereafter, the committees are formed by the Principal, for smooth conducting of curricular, co-curricular, extracurricular activities, and Seminars/ Conferences to be organized during the academic year.

- Due consideration is given to the schedules of assignments, tests, seminars and semester examinations. The academic calendar of the College contains the schedule of commencement of semester sessions and classroom teachings, public holidays, summer and winter vacations, days of celebrations including students' annual social etc.
- The term-wise schedules of examinations of theory and practical courses are prepared by the College Examination Committee, considering academic calendar of the College.
- The Projects/Home Assignments schedules are displayed on the notice board in advance for students by the respective departments. The Projects/Home assignments are evaluated as per the University norms.
- The respective departments set internal test question papers as per the University guidelines. Internal Exams are conducted by respective departments and question papers are submitted to examination committee.
- Instead of home assignment, if students opt for Group discussions/seminars, topics are allocated to them by the concerned department. Accordingly, an alternative schedule is decided by the department to organize Group discussions/seminars to evaluate these students.

Progress of the students is monitored and evaluated on continuous basis through Formative Assessments. The Centralized Assessment Program (CAP) is in practice as per guidelines laid down by the University of Mumbai.

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: A. All 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](#)

1.2 Academic Flexibility

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

Response: 77.78

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

Response: 14

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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

Response: 13

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	4	7	0	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](#)

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: 6.06

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

2018-19	2017-18	2016-17	2015-16	2014-15
528	267	179	0	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:

Cross cutting issues relevant to Gender Equality:

All Students are offered equal opportunities and gender equalities are nurtured at every step of policy framing and implementation.

Gender issues are addressed through chapters & articles in the curriculum. It is demonstrated by:

Institution provides equal opportunities to both the genders in terms of admission, choice of courses, programmes, curricular & extracurricular activities.

- Institution encourages girl students to participate in College Woman Development Cell (CWDC) ,

Department of Life Long Learning and Extension (DLLE) , National Cadet Corps (NCC) Unit, National Service Scheme (NSS) Unit, to develop the leadership qualities.
- Institution involves the alumni in grooming of the students.
- Access at ease to Gymkhana, Library and other facilities are made available equally.
- All the working committees of the College have equal participations (Gender wise) for appropriate decision making.

Cross cutting issues relevant to Environment and Sustainability:

The course of Environmental Studies is offered in all the programs such as B.A., B. Com, BAF, BBI and BMS Streams. The students are sensitized about the changes in environment, Eco-system, Biodiversity and Conservation, Environmental Pollution, Environment Protection etc. Further the issues of **Environment and Sustainability** are addressed through the following: -

- Tree Plantation is a regular feature
- Use of Bicycle is promoted amongst students, by observing no vehicle day
- Cotton bags are distributed to the students and teachers.
- Use of Plastic is banned in the College Campus.
- Segregation of waste on daily basis.
- Collection drive for e-waste.
- Minimum use of paper is promoted.
- Guest lectures on "Awareness of environmental protection."

Human Values into the Curriculum:

- Human values are inculcated amongst students through core courses like Foundation Course. The Institution takes utmost care to inculcate values like Humanitarianism, patriotism, justice, equality, honesty, tolerance, etc. The syllabus of subject of Foundation Course and Political Science includes human rights, duties, national responsibilities.
- On the Basis of this curriculum, the College takes Initiative to develop the positive approach amongst the student towards society through the co-curricular activities of NSS/ NCC/ DLLE/ CWDC.

Professional Ethics into the Curriculum:

The College works with the mission of developing students' intellect, self-confidence and responsible behaviour towards the society and to make them competent enough to stand in globally competitive environment. Business Ethics, Corporate Ethics and Indian Ethos in business management are part of different programs of BA, BCom, BSc, BMS, BBI, and BAF. The syllabi in subjects of "Indian Ethos in Management" and "Ethics and Governance" include:-

- Personal and institutional Values

- Leadership skills, Corporate Ethics & CSR
- Corporate Governance.
- Personal grooming

Teachers follow Professional code of ethics. All teachers demonstrate integrity, impartiality and ethical behaviour in the classroom and in their conduct. Teachers are role models of students. This ensures value education amongst students.

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: 1.53

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

2018-19	2017-18	2016-17	2015-16	2014-15
15	13	4	4	5

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

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

Response: 16.37

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

Response: 528

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

1.4 Feedback System

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

Response: A. All of the above

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

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

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

Response: A. Feedback collected, analysed and action taken and feedback available on website

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: 78.64

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

2018-19	2017-18	2016-17	2015-16	2014-15
1365	1379	1358	1382	1346

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

2018-19	2017-18	2016-17	2015-16	2014-15
1796	1766	1749	1705	1674

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

2018-19	2017-18	2016-17	2015-16	2014-15
1257	1244	1240	1204	1202

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:

Most of the students admitted to our College come from rural areas and they are mostly from vernacular medium. The students are identified as advanced learners and slow learners at the first stage, on the basis of their previous performance. After admission the student is further identified by the subject / class teacher on the basis of internal class test and involvement of student in class and co-curricular activities. Owing to personal attention of teacher in the class and with individual student, one is easily identified as advanced or slow learner. After identification of students as slow learners and advanced learners the following steps are taken to improve their performance.

The faculty takes necessary initiatives to improve the performance of students. They are as follows:-

- **Initiatives for Slow Learners:**

Following measures are taken for slow learners :

- A series of remedial classes are arranged for the slow learners to clear their concepts and improve their performance. After the remedial lecture, subject teacher caters to their requirements by providing personal explanation and discussion with students.
- Extra Lectures and Practical's.
- Special attention to the students in the tutorial / practical classes.
- Skill Enhancement courses are offered free of cost.
- Extra Coaching is conducted based on results of examination.
- Study material are provided by the teachers for preparation of examination.
- These students are specially taken care of by class teacher/Mentor and counsellor. Counsellor provides proper advice and counseling to such students, in general and at individual level.
- Question banks are provided.
- Paper solving series are arranged for the students to excel in the respective subjects.

- **Initiatives for Advanced Learners:** Following measures are adopted for advanced learners:
    - Intensive coaching by subject teachers on various topics including recent developments in the subject.
    - The advanced learners are provided with "Golden Library Card" of the College library to facilitate comprehensive access to Library and General Office facilities.
    - They are motivated to access remote Libraries.
    - They are motivated by awarding medals, Academic prizes, Endowment prizes & cash prizes by Management Council at Annual Social Function.
    - Motivation of these students to participate in College level and intercollegiate level competitions to excel in presentation skills.
    - Encouragement of advanced learners by the subject teacher to present research papers in conferences.
    - Advanced Learners are motivated to pursue research projects.

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: 65:1

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 Centric Teaching Learning Methods:

The College has developed versatile student centric methods to make the Teaching Learning process more interesting and effective. These methods are identified on the basis of inputs from Class Teachers /Mentors. The implementation of these methods is reviewed at the end of each semester. These approaches are presented below:

Experiential learning:

- Technology assisted teaching methodologies are adopted in teaching and learning with the help of ICT resources.
- Internships are provided to students.
- Experts / Professionals from Industries, Institutions and Corporate Sectors are invited as Guest Lecturers to provide guidance in choosing right academic and professional fields. Career Guidance Cell organizes such lectures regularly.
- Special methodologies are adopted by faculty members to support the learning process. Workshops, Science exhibitions, seminars, quiz competitions and poster competition are conducted by Departmental Associations regularly.
- Study Tours and Industrial visits are arranged for students every year.
- Visit to Income Tax Department, Stock Exchange, Small and Medium Scale Enterprises are conducted for Commerce Students.
- Science students prepare Three dimensional models to study molecular structures.
- Research projects based on the various important topics are assigned to Post Graduate students.
- Excursions are arranged by Biological departments, wherein students get opportunity to study varied species of plants and animals.

- Heritage walk is arranged by History department, wherein students visit sites of archeological importance.
- Visit to Industries gives the students practical knowledge of applications of their study.

Participative learning:-

- In addition to the normal interactive lecture method using chalk and talk, the teachers use ICT methods to make their teaching more effective.
- Group Discussions, Role Plays, Debates, Quiz Competitions and Seminars are organized to make the learning process more participative.
- As a part of participative learning some activities such as Essay writing competitions, Seminar presentations, Street Plays are arranged in which students present the various socio-economic problems.
- Students publish articles in Department and College magazine.
- Participation of students in workshop/conferences/seminars gives exposure to the advancements in research.
- Anubhooti Club trains the students in dramatic performances. Interaction with eminent actors helps the students to get psychological insights into the dramatic personae and acquire or improve communication skills in respective language.
- Writing for College magazines : Students of courses like English, Marathi and Hindi acquire journalistic skills by writing articles for College magazine.

Problem solving methodologies :

- Participation of students in placement cell activities such as 'CV preparation' and 'How to face interviews'.
- Involvement of College Alumni in organizing career oriented activities for the students.
- Mathematics Aptitude tests conducted by Mathematics department improve the mathematical skills of the students.

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:

Use of ICT in Teaching is an essential feature of Teaching process. The teaching method adopted depends on the nature of the topic. Certain topics are easily illustrated by group discussion, some can be debated

while others require laboratory work. The teachers use ICT in all these methods to train students to become an active learner. Infrastructure is upgraded regularly considering the requisites of learning.

The following ICT tools and resources are used:

- **LCD Projector:** Lecture material with Power Point presentation is shown with an LCD projector and computer. LCD projector is used to show videos, documentaries on 'You Tube', pictures, images etc. to students.

- **Laptops:** Laptops are used in the classroom to discuss on the projects and assignments which help to create one to one computing environment in the class. This environment encourages students and teachers to take full advantage of the benefits of internet and technology for teaching and learning process.

- **Computers:** Computers are used as an essential tool of learning in the computer laboratories. Students use various applications on the computer to make the learning process more interesting. Computers are used along with LCD projectors for teaching in all the classes.

- **Application Software:** The essential licensed software are procured and used as teaching learning tool along with free learning software or apps.

- **Smart Class Rooms:** College has 26 class rooms equipped with ICT facilities and 3 laboratories have Smart Boards. Lectures on smart boards by use of digital pen are saved for later use.

- **Mobile phones:** Use of mobile phones by students is encouraged for discussion of topics, assignments / projects. Use of smart phones by students for learning during lectures.

- **Tablets :** Students are allowed to use their tablets for reading in the classroom.

Following E- resources and techniques are used in the college :

- **Blogging:** Departmental blogs are linked to the college website. Notices, Timetables, pictures, lessons, worksheets, assignments, power point presentations, audio video clips, notes etc. are uploaded on the blogs.

- **Search Engines:** Effective use of search engines is demonstrated for better understanding of the

topics.

- **Google Docs:** Google Docs is used to collaborate on assignments, projects and blogs.
- **LinkedIn :** LinkedIn is an ultimate networking site used to connect students and teachers for education purpose.
- **N List (Inflibnet) , Digital Library and E-Library :** Electronic resources subscribed under N-List programme are available to the students as well as teachers. Library has a collection of number of books in digital form and they are utilised by the teachers as well as students.
- **Language Laboratory:** Language laboratory is a place where interactive sessions of listening, speaking, reading and writing language skills are conducted for students.

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

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

Response: 65:1

2.3.3.1 Number of mentors

Response: 50

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: 97.7

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 32.7

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**

2018-19	2017-18	2016-17	2015-16	2014-15
18	16	16	16	16

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: 14.58

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

Response: 729

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:

Mumbai University introduced the revised course CBSGS(10 points) 100 marks Semester pattern to the first year B.A./B.Com/B.Sc level from the academic year, 2016-17, respectively as indicated in the table linked herewith.

- Internal Evaluations are strictly taken as per the schedule in the Academic Calendar. Committee is constituted for conduct of Internal Evaluation. Students are aware about the mechanism of Internal Assessment through Notice Boards, Academic Calendar, Event Planner and website.
- Communication of dates of examinations through notice boards and website.
- Students are guided about the syllabus and internal assessment process in the orientation programmes.
- The internal assessment of student is the periodical evaluation of performance of student. This helps in upgrading the graph of the student's periodical progress in their studies/performances.
- Through continuous monitoring and evaluation of students within the campus, the College identifies students requiring special attention and offers necessary remedial measures, if necessary.
- Evaluation is done as per the norms of University of Mumbai.
- In UG classes Unit Tests are conducted in each semester. Performance of the student in these tests and attendance comprises of internal evaluation.
- Internal examinations are conducted by the institution as a part of continuous evaluation. After the completion of prescribed topics Class Tests are conducted.
- Class tests are conducted to judge the performance and understanding level of the students. After the assessment, the answer papers are given to the students along with instructions and suggestions. This helps in improvement of performance of the student at Semester end examinations.
- Some departments assess the students through seminars, group discussions etc.
- The question papers for practicals / internal test examinations are prepared attaching appropriate weightage to units/modules of the course. Journal keeping of the practical sessions is also considered for continuous assessment.
- M.Sc./M.Com./M.A. students are assessed on the basis of projects/viva/ power point presentations.
- Post examination sessions are conducted and guidance is provided to students which helps them improve their performance in University examinations.
- In some courses, Seminar presentation/power point presentations/Quiz are conducted. Students prepare power point presentations on different topics from the syllabus and present them in the class.
- Online Tests and Assignments are conducted by some departments.
- The result of all the internal examinations is declared within a week and model answers of the test are discussed with the students.
- Uniformity in internal evaluation mechanism is monitored by IQAC/Internal Examination Committee.

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:

University Examinations are conducted at the College as per the University of Mumbai Ordinances. Timely and effective implementation of the evaluation reforms is an essential feature. College Examination Committee ensures smooth and transparent conduct of University examinations and assessment.

Examination related grievances are dealt with at two levels:

College level:

- College Examination Committee deals with the grievances related to the F.Y/S.Y. Examinations. It ensures timely redressal of grievances.
- The student submits application to the College Examination Committee.
- The Committee consults the respective Faculty/ Department and resolves the grievance.
- The redressal is communicated to the student on time.
- The entire process is transparent and carried out within 15 days.
- **Revaluation**: Students may apply for revaluation and verification of marks. The College Examination committee provides the photocopy of answer books to students on demand. After receiving photocopy of answer-sheet, he/she may apply for reassessment of answer book within seven days. Revaluation is conducted and result declared within time.
- Unfair Means in Examinations are reported to Unfair Means Inquiry Committee at College level.

University level:

- Students may apply for revaluation and verification of marks. The University provides the soft copy of the assessed answer books online to students on demand after receiving prescribed fees. After receiving answer-sheet, the student may apply for reassessment of answer book. In addition, follow up is kept with the University until the grievance is settled.
- A student who has the grievance at university level makes an application to the University Authorities through the Principal of the College. The College after verifying the facts, forwards it to the concerned department of the University. The University Authorities redress all such grievances as per the rules.
- If the student is not satisfied with the decision, he/she can submit appeal to the higher authorities (Registrar/ Vice-Chancellor) within the stipulated time.
- Unfair means cases at University Examinations are forwarded to University Unfair Means Inquiry Committee.
- During the last five years very few grievances have been received exhibiting efficient and smooth

conduct of 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:

Since the College is affiliated to the University of Mumbai, the syllabus structuring, defining of objectives and framing the expected Programme outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO) are carried out by the Board of Studies of respective courses in the syllabus framing meetings. This is communicated to all the affiliated Colleges through several workshops. The purpose of these outcome is to sensitize students for their courses and programmes.

- The POs represent knowledge, skills and attitude of students acquired by them, at the end of the programme.
- PSOs are statements that describe what the graduates of a specific programme should be able to do.
- COs are the resultant knowledge and skills acquired by student at the end of a course. It defines the cognitive processes the course provides.

POs, PSOs & COs are uploaded on the College website for the knowledge of students.

The objectives and importance of POs are displayed in all the departments prominently so as to enable teachers and students to plan the learning exercise in the classroom accordingly. The faculty members explain the learning objectives and expected outcome for each course at the beginning of the session as well as before each unit of syllabus. This helps the students understand the topic being covered in the class and its relevance. PSOs of all the departments are highlighted through the achievements of shining stars of alumni after completion of the programme. Alumni of various departments are invited to interact with both the students and teachers during the orientation programme and at other events and meetings. Regular interaction of Alumni with present students motivates the students to work hard towards the attainment of POs.

The College has also published a book containing POs, PSOs and COs for all the programs offered by the College and same is made available at the library as well as in all the departments for ready reference.

Apart from this, the College also communicates the objectives and importance of newly introduced POs, PSOs and COs to all the students, teachers and stakeholders through faculty workshops, College/departmental orientation programs, students induction programme, IQAC meetings, and faculty

meetings.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Past link for Additional information	[View Document](#)

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

Response:

The evaluation of attainment of programme outcome is an important mechanism which provides a yard-stick to visualize how far the Institution has succeeded in accomplishing its purpose. Since POs, PSOs and COs are designed by the University, the College is responsible to co-ordinate, implement, monitor and to analyse attainment of these outcomes.

The outcomes of relevant courses are assessed through various methods. The student is assessed through internal examinations and assignments which are framed in line with course outcomes and the attainment is assessed and calculated by taking the percentage of attainment levels. The other method of assessment is done through a feedback collected from the present and passed out students at the end of the course facilitating a genuine opinion of the students in the course outcome attainment.

The course attainment further contributes towards program outcomes.

The result analysis and pass percentage reveal the depth of knowledge in a particular course. Direct evaluation process is provided through University Examinations, semester examinations, internal examinations, home assignments, unit tests, surprise tests, open book tests etc. Throughout the year, the faculty records the performance of students to monitor attainment of program outcome. Besides, each faculty is entrusted with mentor-mentee scheme under which each teacher provides mentoring to a specific number of students. At the same time, remedial coaching is also provided to slow learners /weak students with a view to bringing them at par with other students.

Average attainment in Evaluation Process:

Students under University examinations are evaluated for 60% (PG) / 75% (UG) of total marks as external assessment and for 40% (PG)/ 25% (UG) marks as internal assessment respectively under semester pattern. The students of annual pattern are evaluated for 100% marks by the University.

Attainment of COs is monitored through feedback on curriculum from student, teacher, employer and alumni. This feedback is analyzed and necessary action is initiated. According to the above, each Programme outcome and Programme specific outcome are assessed.

- ○ Level of Attainment of POs through :

1.	•	Students, Teachers, Alumni and Employers	
1.	Interaction with students	Seminars and group discussions, meetings etc.	
1.	•	Tutorials, assignments, class tests etc.	
1.	○	Discussions with students, result analysis	
1.	○	Through project work/ assignments / practicals	
1.	Participation of students	Curricular, co-curricular and extra-curricular activities	

○ Level of attainment of PSOs through-

1.	•	Students, Teachers, Alumni and Employers	
1.	•	Result Analysis	
1.	Progression of student	Higher education or employment	
1.	Participation in Social Events	In co-ordination with College alumni *Snehanubandh*	

○ Level of Attainment of COs through:

| 1. | Progress of students | Monitored by class teacher | |
| 1. | Development of analytical and application skills | Through various project work, Group discussion, Quiz Competition, Presentation | |

The College has defined the following Attainment levels :-

1. Level I - O Grade & A Grade Students (80% to 100%)
2. Level II - B Grade (60% to 80%)
3. Level III - C Grade (Less than 60%)

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: 69.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
596	644	638	550	550

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

2018-19	2017-18	2016-17	2015-16	2014-15
795	941	888	814	844

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: 3.37

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

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: 7.8

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)**

2018-19	2017-18	2016-17	2015-16	2014-15
5.15	0.35	0	.30	2

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

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

Response: 14

3.1.2.1 **Number of teachers recognized as research guides**

Response: 7

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: 14

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	1	0	1	1

3.1.3.2 **Number of departments offering academic programes**

2018-19	2017-18	2016-17	2015-16	2014-15
10	10	10	10	10

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

3.2 Innovation Ecosystem

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

Response:

- Various departments encourage the students to make their Power Point Presentations. Departments take initiatives in organizing National and International level seminars and conferences to attract inimitable research minds to the College and to inspire the young generation for their overall development. Cultivating aesthetic sensibilities, the Post Graduate Departments and department of languages conduct screen masterpieces and classic movies in the Auditorium, promoting an ambience of visual artistry through "Anubhuti" and other Departments to generate interest in concerned subject.
- College Magazines and other publications portraying the creative talents of students, along with contributions from teachers, offers them with opportunities to share their knowledge and skills and provides ample volume of student craftsmanship.
- **"Navdhara"** a Center for Excellence functioning in the College initiates a number of programs to inculcate the spirit of entrepreneurship among the students. It organizes various training programs as follows:-

  - Start-up Fest for presentation of Business ideas
  - Talk show-inviting renowned Businessmen.
  - National conferance on Women Entrepreneur

- ○ Guidance lecture from the financial institution
  - ○ Display of motivational quotes along with the photos of stalwarts in the business and social fields.
  - ○ Workshop for preparation of Project Reports.
  - ○ Industrial visits and visits to SME's around the College.
  - ○ Visits to Income Tax Department and workshop on filing of Income Tax Returns.
  - ○ Visits to surrounding Banks and RBI
  - ○ Visit to National Stock Exchange.
  - ○ Chartered Accountant Teachers give references of their clients for gaining practical knowledge in fields of student's interest.

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: 7

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**

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

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: 3.14

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

Response: 22

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

Response: 7

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: 0.7

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	24	0	2	0

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: 4.6

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**

2018-19	2017-18	2016-17	2015-16	2014-15
32	55	37	50	57

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:

Institution has set its vision and mission in order to achieve great heights.

Institution promotes student engagement, institute-local community relationship, contributing selfless service and developing holistic approach among students. Extension is an important activity as it enriches the value of an Institution as well as students.

The College fully realize the fact that development of students is not just in academics but also in extension activities and hence, encourages the students to participate in various extension activities. It provides wider scope for students to communicate with other College students and teachers.

The remarkable extension activity through which an institution serves the society is NSS, NCC and DLLE. The students are actively involved in community service through these units. Students develop self-confidence, leadership traits, problem solving skills, mental and physical ability etc. Extension activities results in overall personality development of a student. Student recognizes development of holistic approach by connecting a link between theory and practice.

Objectives of these Extension activities:

1) To develop holistic approach among students

2) To develop overall personality of students

3) To make students aware of the reality of the society

4) To develop leadership skills among students

5) To sensitize students towards gender equality in the society

6) To extend their role and services towards society and community

7) To develop public relations

We serve the society through various activities like Blood Donation Camp, Tree Plantation, Yoga week, Distribution of cotton bags under " *Say No to Polythene bags*" programme, Environment Awareness Camp, Aids Awareness Campaign, Swachachha Bharat Abhiyan, Road Safety Rally.

The College tracks students' involvement and engagement in various social activities or movements by using certain mechanism.

Major Contribution:

1)   **Swachchha Bharat Abhiyaan:** College takes efforts to keep the surrounding clean. College organised various drives like cleanliness drive in College campus and surrounding societies, rally against use of plastic bags etc.

2)   **Street play:** College conducted street play on plastic ban at Kalyan Railway Station. Volunteers distributed cotton bags to a few of the spectators under NSS and NCC Unit.

3)   **Blood Donation:** College took initiative to serve the society by organizing Blood Donation Camp every year in association with KEM Hospital, Mumbai and Lions Club, Kalyan. Teachers, students, NSS volunteers, NCC Cadets and support staff donated blood. College maintain blood group wise register of students with a view to provide blood to needy patients during emergencies.

4)   **Tree Plantation:** College organized Environmental awareness camp through tree plantation programme when plants like guava, neem, mango etc. were planted in various neighboring villages with the help of villagers and local Corporator. Every year a rally is orgainsed for the sensitization in the surrounding areas.

5)   **"Walkathon":** A mega event was organized by Government of Maharashtra in coordination with PWD, MMVD, CASI Global in support of No Honking, Road Safety and Responsible Driving under auspices of NCC Unit of the College.

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: 0

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.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)
Any additional information	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 71

3.4.3.1 **Number of extension and outreached 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**

2018-19	2017-18	2016-17	2015-16	2014-15
23	12	8	13	15

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

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

Response: 20.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
1106	383	542	503	641

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: 34

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	12	7	3	3

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)

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

Response: 10

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**

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	1	2	2

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

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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 has its own ground plus 4 storeyed building admeasuring 71,455 sq.ft. constructed on freehold land at Survey No. 9 Hissa No. 4 situated at Padgha Road Gandhare, Kalyan (West). The building contains adequate infrastructure for teaching-learning activities as follows:-

List of Infrastructural Facilities	Nos.
Class Rooms	30
Science Laboratories	03
Computer Laboratories	02
Library	01
Reading Room	01
Gymkhana	01
Play Ground	01
Badminton Court	01
Girls Common Room	01
Girls Wash Rooms	04
Boys Common Room	01
Boys Wash Rooms	04
Auditorium	01
General Office	01
Principal Chamber	01
Vice Principal Cubicles	03
Management Conference Room	01
Management Office	03
Language Laboratory	01
Incubation Centre	01
Skill Development Centre	01
Remedial Coaching Centre	01
Departmental Cubicles	06
Cubicles for NSS, NCC, Placement Cell and Art Circle	06

- The optimal use of Infrastructure is ensured by staggering the timetable of various teaching learning activities are as follows:-

Programmes /Infrastructure	Timings
B.A., B.Com.	08.00 a.m. to 12.20 p.m.
M.A., M.Com.	04.00 p.m. to 06.00 p.m.

B.Sc. (Laboratories / Class Rooms)	07.10 a.m. to 02.10 p.m.
M.Sc.	11.30 a.m. to 05.00 p.m.
Library including Reading Room working Hours	08.00 a.m. to 06.30 p.m.
Self Financing Courses (Computer Laboratories / Class Rooms): BMS, BAF, BBI, C.S. & I.T.	08.00 a.m. to 03.10 p.m.

Other Facilities :

- **Auditorium:**

A state of art Auditorium having 190 seating capacity. It is well equipped with LCD projector, Public address system and others audio-visual system etc.

- **Canteen:**

College has separate canteen facility with provision of hygienic food for students and staff.

- **Common Room:**

College has common rooms for Girls and boys with the necessary facilities.

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

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

Response:

The details of infrastructural facilities available in the College for Sports, Games, Yoga and Cultural activities are: -

- The College has 30,000 sq. ft. Playground.
- Gymkhana has 3025 sq. ft. area for Indoor games which includes -
    - Badminton hall with area of 2275 sq. ft.
    - Gymnasium of 750 sq. ft.
- The College has facilities for following Indoor and Outdoor Games :-

Indoor Games	Gymnasium	Outdoor Games
• Badminton (Court with wooden flooring)	• Weight Lifting & Power Lifting	• Box Cricket • Kabaddi

- Chess
- Carrom
- Table Tennis
- Boxing
- Fencing
- Taekwondo

- Multi Gymnasium
- Walker

- Kho-Kho
- Volley Ball
- Base Ball
- Soft Ball

Yoga Activity and Meditation

- The College regularly conducts **Yoga Session** for Students and Staff for physical and mental fitness. International Yoga Day is celebrated on 21st June every year which is followed by Yoga week.

Cultural Activity

The College motivates and supports students for participation in cultural activities. Arts Circle organizes various events that bring together fun, creativity, innovation for kaleidoscopic development of students.

1. Arts Circle Cubicle:-

A separate cubicle is allotted to Art Circle, where meeting and practice session are held. Ample space is provided for practice of dance, drama etc.

2. Auditorium:-

The events of Art Circle, NSS, NCC and various Associations are conducted in Auditorium. Such events include activities like Singing, Acting, Mono Acting, Drama Competitions etc.

3. Open Amphitheatre :-

The Annual Social of the College, *Bharari* organised at open Amphitheatre.

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: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 24

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: 9.55

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

2018-19	2017-18	2016-17	2015-16	2014-15
18.26	3.87	36.89	17.01	38.72

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:

- K. M. Agrawal Library has ILMS Software: **SOUL 2.0** (Software for University Libraries 2.0) developed by INFLIBNET (Gandhinagar)
- The Library has been automated since the year 2013
- SOUL Current Version 2.0.0.12

Software for University Libraries (SOUL) is state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre, Gandhinagar based on requirements of College and University libraries. It is user friendly software developed to facilitate working under client-server environment. The software is compliant of international standards for bibliographic formats, networking and circulation protocols.

Modules:

The SOUL 2.0 consists of the following modules:

Acquisition, Catalogue, Circulation, On-line Public Access Catalogue (OPAC), Serial Control, Administration.

Each module has further been divided into submodules to cater to its functional requirements.

Nature of automation (fully or partially)

- **Year of Automation : 2013 (partially)**
- **Fully Automated in 2015-16**

The Library has been automated through proper networking and integrated library management system (ILMS) with library software SOUL 2.0 of INFLIBINET (Gandhinagar). Circulation of books is on BAR-CODE System. Online Public Access Catalogue (OPAC) is provided to the users and WEBOPAC is available through separate library webpage. The software includes automated acquisition of books and serials, circulation (issue - return) of books using barcode technology. Speedy access to location and information about availability of reference books and other reading material.

Library portal:

A library portal is designed on College website (www.kmagrawalcollege.org/library) to act as a one-stop solution for different services for user such as collection and facilities. Important links are provided on portal for Syllabus, Question papers, INFLIBNET N-List, Shodhganga, Shodhsindhu, British Library, Open Access Journals, National Digital Library, Rare Book society of India. Maharashtra Sahitya Parishad, Rare Book Room, Asiatic Society library Mumbai-Granthsanjivani, Magzter, Newspaper, e-Books, e-Journals, Dictionaries and Encyclopedia, Thesis and Dissertation, Bibliographies/ Autobiographies, Open Access Database, D-space for institutional repositories.

QR code access to subject wise Reference book list with shelving location also available.

Plagiarism Checker software is also avalable in Library Research Center.

ICT infrastructure:

Library has 22 computers with dedicated 20 Mbps leased line in addition to 100 Mbps College leased line, two printers, two barcode printers and six barcode scanners. Free internet surfing is available for students in e-zone of library. The library is wi-fi enabled connected to the main server through Local Area Network (LAN) with domain configuration and anti-virus security for sharing of resources. Power backup facilities are available. Details are as follows :

Sr. No.	Particulars of work	Number of Computer
1.	Library OPAC for Reader	2
2.	Circulation of Books	6
3.	Library Administration Work	4
4.	e- Zone	5

5.	Ph.D. Research Center	5	
	Total	**22**	

The users are tracked using barcode system. For this purpose, identity cards with bar code are provided to students and staff. Daily, monthly and category wise analysis report is generated in this system.

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: A. Any 4 or more 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: 12.54

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)**

2018-19	2017-18	2016-17	2015-16	2014-15
10.10	12.62	10.56	6.72	22.71

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

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

Response: 13.95

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

Response: 457

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:

The College has fully modernized computer facilities with 185 computers of latest configuration loaded with licensed operating systems and necessary software (as per the requirements of the respective streams) which has Auto Update facility enabled. The College has two modern computer laboratories located at 1st floor and 4th Floor respectively upgraded with LAN equipped architecture and Wi-Fi Enable structure. Both Laboratories have UPS backup to ensure uninterrupted power supply.

In addition, College has Language Laboratory equipped with computers, digital learning resource access center (E-Zone) at Central Library with necessary accessories along with peripherals like servers, printers, stabilizers, UPS etc.

LAN: Broadband connections of 100 Mbps capacity is spread over the campus with FTTH (Fiber to the home). In addition, Central Library has separate 20 Mbps connection. All the computers are connected through wired and wireless Campus Area Network and the internet access is controlled through a firewall while students have access to internet facility from 7.30 a.m. to 5.00 p.m. in the campus. e-zone in Library

reading Room is open from 8.00 am to 6.30 pm. Research Center is equipped with latest configured computers and Laptops. The Class Rooms and the conference hall of the College are equipped with necessary ICT gadgets.

Hardware: The College has been procuring latest configuration hardware since inception. The hardware is frequently updated through buy-back policy of the vendors as needed. All departments of the College have computer facilities. The College has two servers for library management, office database management (Linux based applications, internet proxy server, firewall application), Wi-Fi management, student database management system etc. The Chemistry, Botany, Physics and other laboratories have sophisticated instruments. Four computers are used exclusively for the examination work.

 Licensed Software:

• College has Microsoft OS with Campus Licence and Antivirus software for all computers.

• "*Adme*" software is purchased for College Content Management and office administration.

• SOUL 2.0 software for Library Management System.

Efforts towards ICT based teaching and learning: The College has 26 ICT enabled classrooms and three Science Laboratories equipped with smart boards that have audio visual equipment having a high-end computer, interactive LCD projector with PA system. These classrooms have interactive board accessories and other gadgets for delivering ICT based learning instructions.

IT Maintenance

IT infrastructure is maintained under AMC with the provision of one full time technician who is available in the College round the clock for maintenance of IT infrastructure in the campus.

Provision is made in the budget for annual maintenance contract for maintaining the hardware.

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: 19:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 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: 60.46

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)**

2018-19	2017-18	2016-17	2015-16	2014-15
170.12	145.26	137.23	147.06	179.52

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:

System and procedures for maintenance:

1. **Computer Laboratory**
   - IT infrastructure is under AMC
   - Regular monitoring of IT Infrastructure
   - Preparation of list of non working computers and other accessories
   - Appropriate warranty from the manufacturer is ensured at the time of purchase
   - Non working Computers and other accessories are repaired under warranty period, there after these are repaired under AMC
   - Air Conditioners, Inverters, UPS are maintained under AMC
   - The estimates of expenditure are prepared for the required items to be purchased
   - Such estimates are presented before Purchase Committee and sanctions are obtained.

Physics, Chemistry, Botany Laboratories :

- Regular inspection of instruments is done
- List of instruments to be repaired is maintained
- Instruments under annual maintenance contract are repaired periodically by the corresponding agencies
- For some instruments the technicians from the manufacturers are called
- The sanction is sought from the Purchase Committee

Purchases are made as per the following predefined procedure (For all Laboratories)

- Requirement list is finalized by HOD of each department
- Quotations are called from various parties
- Three reasonable quotations are presented in a comparative statement before Purchase Committee for onward sanctions
- Accordingly purchase orders are sent to the dealers
- Material is procured, entries are made in stock register and bills are submitted to Accounts Department

LIBRARY:

- Book purchases are as per the following procedure:

a.   Library Budget is allocated to all departments

b.   Requirement list is called from the departments

1. Accordingly, purchase orders are generated and sent to vendors
2. Books are procured and accession is carried out at Library
3. Bills are forwarded to Accounts Department

- Regular inspection and maintenance of bookshelves is carried out.
- Categorisation of books according to their usage

- IT infrastructure in the library is maintained under AMC
- Book binding is carried out through an outsourced vendor
- All the expenditures are incurred after appropriate sanction from Purchase Committee
- Pest control is carried out on monthly basis under the contract
- Weeding out old and damaged books is done at regular intervals.

GYMKHANA:

- The Gymkhana Committee is constituted providing representation to teaching, non teaching staff and also students
- College Gymkhana is regularly maintained under the guidance of Gymkhana In-charge of the College who is assisted by a full time attendant
- Faulty instruments with minor defects are repaired by the Gymkhana staff but major repair and servicing at regular intervals is carried out by technical experts from outside
- The expenditure on maintenance and replacement or addition of new instruments is done after enlisting of items and getting sanction of Purchase Committee
- Some items are purchased from the manufacturers/ dealers
- Annual stock checking is done and orders are placed whenever necessary.**Class Room**
- Painting is carried out once in three years
- Electrical fittings are repaired through AMC under the guidance of Estate Manager
- Furniture is inspected periodically for preventive maintenance.

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: 16.28

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
283	371	622	614	631

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: 1.25

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
39	45	37	22	52

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships 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: 19.98

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**

2018-19	2017-18	2016-17	2015-16	2014-15
788	435	646	378	858

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: A. All of the above

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

5.2 Student Progression

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

Response: 5.87

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

2018-19	2017-18	2016-17	2015-16	2014-15
86	66	36	31	31

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

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

Response: 10.8

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

Response: 97

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: 100

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**

2018-19	2017-18	2016-17	2015-16	2014-15
3	5	3	1	1

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**

2018-19	2017-18	2016-17	2015-16	2014-15
3	5	3	1	1

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: 23

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.**

2018-19	2017-18	2016-17	2015-16	2014-15
17	2	3	1	0

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:

The student council is formed at the beginning of every Academic year.

The constitution is :-

- Principal – Chairperson
- One Teacher nominated by the Principal
- Teacher-in-charge of NCC
- One merit holder student from each class
- Sports Representative
- Representatives of NCC, NSS and Cultural activities
- Two Girl students belonging to SC/ST/NT/OBC nominated by the Principal
- CDC Member
- IQAC Member

Student council plays active role in organization of various event like –

- Traditional Day, Tie-Day, Black day, Chocolate Day, Jeans Day, Saree Day and Rose Day.

- Celebration of Teachers day.
- Inter Collegiate, College Cultural and Sports activities.
- Independence/Republic day,
- NCC Day
- Prize distribution
- Sports day
- Annual function "*Bharari*"
- Agraj Puraskar.

Representations at other levels :-

- Students cabinet is formed for organizing specific events in the College for e.g. 'Falcon' and 'Bharari'
- Contingent Leaders are appointed for the teams of students participating in Intercollegiate events.
- The associations for co-curricular and extra-curricular activities have student council representatives.
- Student leaders are appointed to organise and co-ordinate events, festivals conducted by various Departments and fora.
- Special cabinet of 50 students was formed to conduct the University level zonal round of Youth Festival organized in college campus. During this mega event, students discharged following duties and responsibilities :-

1. Sensitization of the event in the surrounding Colleges.
2. Formal invitations to the zonal colleges.
3. Arranging resources for the competition
4. Encouraging other students for enrollment in cultural activities
5. Maintaining discipline in the College premises
6. Proper co-ordination between faculties and students
7. Distribution of Certificates and prizes
8. Hospitality of Guests and Judges.

- **Contribution for Annual Social and other Celebrations in the College:-**

1. Motivating students for participating in various activities
2. Organization and conduct of competitions
3. Co-ordination between students and teachers
4. Certificate distribution
5. Committee members and volunteers in different College activities

- College Celebrates *Gandhi Mahotsav* an intercollegiate event every year for the period from 22nd Sept. to 2nd Oct. Entire event including talks, competitions, presentations is conducted in a planned manner.

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: 15.4

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

2018-19	2017-18	2016-17	2015-16	2014-15
20	12	16	18	11

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 of the College is formed and registered as *Snehanubandha Alumni Association* in 2014. The Alumni Association has flourished with the objective to motivate, guide, mentor and train the past and present students to achieve the goals of their life and also to shoulder the social responsibilities.

College being situated on the outskirts of the town, caters to the need of rural students. Many students are first generation learners. Our alumni guide these students in selection of career options.

Snehanubandha addresses the issues of girl students related to continuation of education. Girls face the problems in continuing education due to early marriage, family pressure, lack of financial support etc. Alumni deals with these problems by personal counseling.

College is playing significant role in community services under the banner *Sakav-the-bridge*. Many social activities are conducted by *Snehanubandha* along with present students.

- Educational and recreational activities for under privileged children residing at Dumping Ground
- Help campaign for rag picker children and women.
- Drug rehabilitation program for rag picker children with the help of *Muktangan Vyasan Mukti Kendra* Pune.
- Help campaign, Distribution of educational material, food packets for adivasis from Bapsai , Veluk, Dhenganmaal village, Murbad. College has donated water tank at Dheganmal village.

- *Snehanubandha* in association with College Library runs Extension Counter at Pimplas village and *Maitrakul,* Devrung *Pada*
- Documentary *Nirmiticha Avakash* was prepared with the help of alumni

Most of the students from Pimplas are the first generation learners and there was no library in this area. They had no access to books and there was no place for study. In this backdrop, College in association with Pimplas Gramnpanchayat started a library at this village. College and *Snehanubandha* donate books to this extended library and the members of Snehanubandha maintain the unit.

With the help of Alumni, College conducts different activities and competitions for the students of this village.

Alumni visited *Muktangan* with a few rag picker children and admitted one child for rehabilitation.

Muktangan co-ordinator Mr. Datta Shrikhande, Mr.Niraj and Dr. Anil Avachat the Director of Muktangan also a social worker visited our College and guided the children on the issue of drug addiction. A few alumni also attended the training program organized by Regional Resource and Rehabilitation Centre, Muktangan, at Pune.

Alumni of our College who are working in the field of drama, TV programs, films etc., help present students to develop acting skills and to improve their communication skill. Management, Principal and students expressed their views in ***Nirmiticha Avakash,*** a documentary prepared by Alumni.

Alumni help the present students in organizing events like placement camps, seminars, industrial visits and also in Celebrating NCC day, Independence Day, Republic Day etc. Some alumni provide coaching for sports. Alumni help for placing the students for internship.

College awards *AGRAJ PURASKAR* to outstanding alumna/alumnus every year. Ten outstanding alumni from different fields like social, educational, Politics, Law, Police Services, banking etc. are felicitated every year.

In the year 2018-19 (Silver Jubilee year), 25 alumni have been awarded *AGRAJ PURASKAR*.

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: E. <1 Lakhs

File Description	Document
Upload 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 College is affiliated to the University of Mumbai. It is a Linguistic Minority Institution which is conducted by Hindi Bhashi Jankalyan Shikshan Sanstha, Kalyan. College Management consists of well-experienced and renowned citizens of Kalyan. The College Governing Council (CGC) is the supreme body of the governance consisting of 16 members including Principal as ex-officio secretary. In tune with the vision and mission, the management prepares long term, medium term and short term plans. College Governing Council ensures the effective implementation of all action plans. Regular meetings of College Governing Council and LMC/CDC comprising of nominated members from CGC, Principal, Alumni, Local Representatives and elected members of Teaching & Non-teaching staff are held to discuss the institutional matters. Hierarchical System of Governance with open and interactive environment is the feature of the College. The effective leadership provides smooth functioning of the multi-disciplinary College.

The Institution has well developed plans in different horizontal and vertical expansion perspectives. It is a blue print of the policies, strategies and programmes to attain the long term plans. These have been classified into long-run perspectives and short-run annual plans.

Long-run perspective plans which include introduction of academic programmes, creating additional infrastructure and expansion of the Institution.

The short-term annual plans are prepared by IQAC as per the suggestions by College Governing Council and immediate requirement of the College based on the feedback from different stakeholders.

In this following aspects are considered: -

- Manpower planning
- Additional courses to be offered
- Co-curricular, Extra-curricular activities
- Financial allocations

Under the leadership of senior faculty members, there are committees which are regularly working on allotted areas / fields. Selection of leadership is done by evaluating one's potentials, interests and specialization. This provides effective leadership to various bodies such as NCC, NSS, DLLE and Conveners/ Chairpersons of different committees.

Constructive suggestions/ action plans are invited from different committees and they are considered for their effective implementation through LMC/CDC.

Participation of teaching staff in the decision-making process is encouraged by the management. Almost all staff members are involved directly or indirectly in decision-making process of the College.

Several committees headed by the senior most faculty members are constituted at the beginning of the academic year. These committees are actively involved to monitor and support various administrative and academic activities of the College. Each committee plans its work in its meetings and executes the activities which are in tune with the mission and vision of College, University of Mumbai and the Government of Maharashtra.

The important committees include:

Internal Quality Assurance Cell (IQAC), Examination Committee, Internal Complaints Committee, SC/ST Cell, OBC Cell, Grievance Redressal Cell, Anti Ragging Cell, Minority Cell, Library Committee, Research Promotion Committees, Purchase Committee, Gymkhana Committee, College Woman Development Cell, Dhadpad Vyaspeeth, Commerce Association, Economic Forum, Science Association, Art Circle etc. Organizing Committees are also formed for Annual Social and celebration of Gandhi Mahotsav. All these committees play important role in decision making, planning and execution of different activities of the respective field.

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 College practices the culture of decentralization and participative management. Authorities are delegated and responsibilities have been entrusted at various levels by making functionally decentralized structure of decision making and implementation.

The Head of the Institution, Principal is assisted by three Vice-Principals of Arts, Commerce and Science and In-charge of Self-financing Courses. Various committees are formed at the beginning of the academic year headed by the senior most faculties. HOD/Senior most faculty are functionally responsible for all academic and administrative functions of their departments in association with respective Vice-Principal and In-charge.

Similarly, Co-curricular & extracurricular activities have been placed for implementation under the guidance of programme officers, conveners' etc.

Decisions are taken and implemented by the Principal in consultation with all the concerned authorities.

One Case study–Purchase Committee:

All the expenditure above Rs One lakh are forwarded to College Governing Council. But the proposed expenditure of less than Rs One Lakh are sanctioned by Purchase Committee.

The composition of Purchase Committee is as follows:-

1. Dr Vijay R Pandit- Chairman   (General Secretary, College Governing Council)
2. Shri Ramashankar Tiwari-Member (Joint Secretary, College Governing Council)
3. Shri Omprakash Pandey-Member   (Joint Secretary, College Governing Council)
4. Shri Dinesh Somani- Member   (Treasurer, College Governing Council)
5. Shri Anil Pandit- Member   (Member, College Governing Council)
6. Shri Anant Gawali- Member   (Member, College Governing Council)
7. Shri Vasanji Dedhia- Member   (Member, College Governing Council)
8. Principal
9. Vice Principals
10. HOD or Concerned Representative
11. Head Clerk

All the requirements for infrastructural and academic activities are continuously fulfilled by the College. The Purchase Committee is in place to accomplish this task. The modus operandi of this committee seeks the participation of all concerned teaching and non-teaching staff members. As per the needs of a department / section of the College, the list of requirements to be purchased is prepared with estimated expenditure.

The proposal is submitted in the given format to the Purchase Committee for its perusal. All the details including the price and suppliers are thoroughly discussed. HOD or Representative/s of the concerned departments explain in details about the importance and need of the same. The Committee finally decides the purchase of items considering the suggestions given by the HOD or concerned staff member in this regard.

We are of the considered opinion, therefore that it is a unique example of participative management, where stakeholders' views are considered and discussed with higher authorities like Principal and Management. Active involvement of all the staff members for the renovation and up-gradation of existing infrastructure of the College is ensured through the Purchase Committee.

One Specific example of recently performed work which is done in the College by passing in Purchase Committee is Renovation and Expansion of Computer Laboratory at First Floor of the College Building.

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:

College has strategic plans for its own growth and development. Plan preparation starts with collecting and compiling feedback from various stakeholders. This feedback is then discussed thoroughly in departmental/staff meetings whereupon the feedback is forwarded with their comments and suggestions to IQAC meeting for concurrence or further deliberations. IQAC then forwards the plan for final decision to the College Development Committee. The Committee in coordination with the College Governing Council decides the future course of action with certain modifications if considered necessary in the light of financial impact of the plan on the resources of the management. The deployment strategies are then finalized and authorities delegated and responsibilities entrusted to the committees constituted in this regard.

Strategic plans and their deployment are tabled below:-

Year	Perspective/Strategic plan	Deployment/ Implementation
2016 -17	To furnish classrooms ICT enabled	Maximum class rooms are ICT enabled for teaching
	To organize seminars and conferences	Following seminars and conferences were organized. (i) Seminar for students by Commerce Association o 2016 (ii) Infotainment lecture by Language Depts. on 22nd and 23rd July 2016 (iii) International Interdisciplinary Conference on "M : A Myth or Reality" on 23rd Jan., 2017 (iv) Conference on "The Tribe of India : Habitat & S 7th & 8th Feb. 2017. (v) Employment Guidance lecture by Career Guidan March 2017. (vi) Learning Management System "MOODLE" on 2 2017.
	To start Ph. D. Centre	Ph. D. Centre for Commerce & Economics started
	To start Add on courses and Certificate	Following Add on and Certificate course were started

	courses	1. Computerized Accounting 2. Functional English 3. Beautician Courses	
2017-18	Seminars & Conferences	(i) One day workshop on "Wordpress: A Tool for We Developers" on 28th September 2017 (ii) International Interdisciplinary Conference on "Sl Development & Social Innovation"- 3rd March, 201 (iii) Workshop on "An Insight to new NAAC Guidel February, 2018. (iv) International Interdisciplinary conference organiz Department of Commerce & Self Finance on "Emerg & Challenges in Commerce Management & IT" - 17 2018.	
	To apply for College with Potential of Excellence	Applied to UGC for College with Potential of Excell	
	To go for Academic Audit	Academic Audit conducted.	
	To renovate infrastructure	1. Black boards replaced by green/White boards 2. Classroom platforms provided. 3. Rostrums provided in all class rooms	
	To start more certificate courses.	New certificate course of Tourism started.	
2018 - 19	Seminars & conference	(i) Two day National workshop on "Future scope of I Biosciences and Botany Industry"- 22nd & 23rd Jan (ii) International Interdisciplinary Conference on "Gr Development of Small Scale Industry (SSI) in Global - 9th March, 2019. (iii) One Day Symposium on "e-Resources & Library February, 2019.	
	Others	(i) Application to University of Mumbai for Best College Award (ii) Application to UGC for Block Grant (iii) Application to RUSA	
	To initiate Energy and Gender Audit	Both the audits are completed.	

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 and service rules, procedures, etc.

Response:

The College is managed by the Trust, *Hindi Bhashi Jankalyan Shikshan Sanstha*.

The College was started as a Degree College in the year 1994. Over the period of time, it grew as multidimensional educational institution. Currently Degree College offers traditional as well as Self Financing courses. It includes three faculties viz. Arts, Commerce and Science. Self Financing courses are skill based and Job oriented. Three streams Arts, Commerce and Science have respective Vice-Principals and Self Financing Courses have In-charge.

Non-teaching administrative staff is headed by Office Superintendent whereas Library Staff is headed by the Librarian. The Laboratory Staff is headed by the HOD of respective departments.

College Governing Council is the Governing Body of the College. It consists 16 members. Its composition is as under :-

1. Chairman
2. Executive President
3. Vice President
4. General Secretary
5. Two Joint Secretaries
6. Treasurer
7. Eight trustees as Members
8. Principal as an Ex-officio Secretary

The organizational structure is in the Organogram published on College Website.

For day to day functioning of the College, various committees are formed including some statutory and other non statutory. Functions of statutory committees are mentioned below:-

A. LMC/ CDC

The *Local Managing Committee* (LMC) formed as per the provisions of the Bombay University Act, 1974 has been reconstituted as *College Development Committee* (CDC) as per the provisions of Maharashtra Universities Act, 2016.

B. Internal Quality Assurance Cell (IQAC)

As per NAAC guidelines, IQAC has been constituted .

Following statutory committees have been formed as per the provisions of University of Mumbai Act :-

- Examination Committee
- Unfair Means Enquiry Committee
- Internal Complaints Committee now known as Internal Committee
- Anti Ragging Cell
- SC /ST Cell
- Minority Cell

In addition, certain committees have been formed to carry out various activities like Admission Committee, Time Table Committee, Attendance Committee, Research Promotion Cell, Career and Guidance Cell etc. Teaching and non teaching staff are included as members of these committees/ cells.

SERVICE MATTERS

Service Rules

College follows Service Rules for teaching staff as per the directions issued by University of Mumbai and for non teaching staff as per the provisions of Maharashtra Civil Services Rules after May, 2010.

Recruitment and Promotion Policy

College follows Recruitment and Promotion Policy for teaching staff as per the guidelines issued by University of Mumbai in consonance with the norms stipulated by University Grants Commission and for non teaching staff as per the guidelines issued by Government of Maharashtra.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Paste link for additional information	[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 College Management is liberal towards various welfare measures for teaching and non-teaching staff :-

1. Fee concession is granted to the wards of College employees for admission to the College.
2. Financial support for participation in International and National Seminars/Conferences/workshops.
3. Gymnasium, sports facilities are provided to the staff.
4. International Yoga day is observed where trained yoga teachers conduct yoga sessions for staff and students.
5. Interest free advance against salary is granted to staff during festivals, higher studies of their children and medical emergencies.
6. Canteen facility is made available at subsidized rates. Further, during the examination period, refreshment is provided to the staff free of charge.
7. Special travel allowance and other allowances are granted to Principal, Vice-Principals and In-charge/Coordinator of Self Financing Courses and some of the non-teaching staff.
8. Relaxation in working hours to researchers pursuing Ph.D. and Minor Research Projects and for carrying out social programme.
9. Mediclaim facility is available for teaching and non teaching staff with 50% of premium is borne by Management.
10. Monsoon wear is provided to non teaching staff required to perform field work.
11. There are earmarked cabins and assigned space for specific duties.
12. Special cubicle is available for teachers in Library reading room

Consolidated data relating to financial assistance extended is enclosed.

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: 32.87

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**

2018-19	2017-18	2016-17	2015-16	2014-15
12	25	12	12	21

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: 2.8

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**

2018-19	2017-18	2016-17	2015-16	2014-15
7	2	2	2	1

File Description	Document
Upload any additional information	[View Document](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	[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: 10.27

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**

2018-19	2017-18	2016-17	2015-16	2014-15
6	2	3	11	4

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[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:

1. **Teaching Staff :-**
   1. **Annual Appraisal System** : The teaching staff submits Self appraisal form annually in the forms D-1/D-2. This includes the work load, participation of teachers in research activities, co-curricular and extra curricular activities and initiative taken by the teachers for the overall development of the students. This form is appraised by HOD, Vice Principal and finally by the Principal. Due appreciation is extended to the deserving teachers and discussions are held with the teachers who fall short of expectations with a view to enable them to register improvement in ensuing years.
   2. **Evaluation by Students**: Feedback is solicited from students in the prescribed forms. HOD and concerned Vice Principal analyse the Feedback form. Appreciation for the recognition

of the efforts is placed on record by the IQAC in the staff meeting. Accordingly, the analysis of feedback is communicated to teachers.

1. **Non-Teaching Staff** :- The evaluation of the Non teaching staff is made in the following manner :
   1. **Confidential Report** : The confidential report in respect of each non teaching staff is prepared by the respective seniors and then evaluated by the Office Superintendent. Due appreciation is given to the star performers while cases of poor performers are reported to the Management for necessary action.
   2. **Informal Means** : The Management members in coordination with the Principal collect information from various stakeholders to know the satisfaction level in respect of services rendered by the non teaching staff. The suggestions are considered at the time of discussion relating to promotions, job rotation etc.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

1. **Statutory Audit-** The external Auditor, M/s. M.F. Attar & Co. Chartered Accountants is appointed by the Trust in the Annual General Meeting to conduct the Statutory Audit of the Institution. The Audit related queries are resolved by the Accounts Department in General office under the guidance of Principal. Audit report is finalized after the discussions by the Auditor with the Managing Committee. The process is enumerated as follows:-
   1. The expenditure are audited by categorizing it as -

1) Revenue Expenditure

2) Capital Expenditure

1. Bills and vouchers of the revenue expenditure are checked.
2. Capital expenditure are physically checked and verified.
3. Fees collection and Scholarships received from Government Department are reconciled.
4. UGC grants utilization certificates are prepared.
5. All purchases are checked as to authorization by Purchase Committee, Quotations, Purchase Orders, Bills, Vouchers and Payments thereof.
6. Salary Grants are checked on Receipts and Payments basis.
7. The draft audit report is discussed by the auditors with Hon. Chairman, General Secretary and Treasurer before finalization.

1. **Internal Audit-**The Internal Auditor CA C.D. Phadke is appointed who periodically check the financial transactions at requisite level and suggest corrections as and when required. The Internal Audit process is as follows :-
     1. The Receipts and Payments are meticulously audited regularly.
     2. The daily receipts of the fees collections are checked by the Auditor.
     3. The Bank deposits and withdrawals are monitored by the Internal

Auditor.

1. The purchase bills are recorded in the tally system,
2. Payment vouchers are generated in Tally System and authorized by OS and Principal.
3. Audit Report is presented to the Management for perusal.

1. **Government Audit-**The accounts of salary grant are inspected by the Auditor appointed by Joint Director of Higher Education, Government of Maharashtra from time to time.

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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)

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

Response:

Strategies for mobilization of funds:

College receives salary grants for teaching and non-teaching staff .This is the main source of funds for the College. Further, it receives grants from UGC. Besides the grants from various agencies, the College generate revenue from various sources which include tuition fees and other fees like Library fees, Laboratory fees, examination fees etc. from the students admitted to various academic programmes.

In addition to the conventional UG and PG Programmes under the faculties of Arts , Science, and Commerce, the College also runs Self financing courses like BBI, BAF, BMS, CS, IT, T.Y.B.Sc. (Physics), M.A. , M.Sc., M.Com., Ph.D and other skill based programmes. Tuition fees and other fees from the students pursuing such un-aided program contribute major source of revenue for the College.

The Annual Budget is prepared and presented for approval in the meeting of College Development Committee ensuring effective planning and utilization of funds. The utilization of fund is monitored by the Treasurer of College Governing Council.

The Purchase committee consisting of Management and teachers' Representatives meets regularly for bulk purchases to attain cost effectiveness and timely procurement.

The major decisions for changes and additions to the infrastructure are taken in the meetings of College Governing Council.

The idle funds are parked in the Fixed Deposits which fetch interest and generate additional revenue.

The additional revenue is generated from :-

- Badminton Court is allowed to outsiders beyond the College timings at prescribed charges.
- College receives charges from the users of Gymkhana/ Ground facilities.
- Auditorium is also made available for academic and cultural events organized by the surrounding institutions as and when there are no scheduled programs of the College.
- Orientation programs and examinations are conducted by the Institute of Chartered Accountants of India, Kalyan Chapter.
- Funds are sought from the Industries.
- Participation fees for conference, seminar and workshops organized by the College.
- Funds are generated from Co-sponsorship for various events/seminar/conferences/ festivals.
- Donations are received from the philanthropists for the endowment prizes for the students.
- Grants are received for the various activities of the NCC/NSS Units.
- Nominal Fee is collected from the beneficiaries of Add-on courses.

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:

College IQAC plans and executes the following quality assurance strategies:-

1. Preparation of strategic Plans relating to quality improvements in academics
2. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality
3. Documentation of the various programmes/activities/events to record the continuous improvements
4. Periodical conduct of Academic and Administrative Audit and its follow-up
5. Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC
6. Inculcation of research culture in teachers and students
7. Increase in the number of extension activities
8. Encouragement of students for participation in Projects / Internship
9. Increase in the number of skill development and certificate courses
10. Strengthening the Automation Systems in College
11. Encouragement of faculty members towards ICT enabled teaching
12. Review of the CAS Cases for promotion
13. Funds allocation in Budget
14. Initiation of Structured feedback mechanism

Two Initiatives are described below:-

1) Provision for Skill development courses and Certificate courses

IQAC has taken initiative to provide students with additional skills to enhance knowledge and persona of students. The College has started various skill development courses that provide students with appropriate hands-on training which helps them to be job ready. The aim is to emphasize upon students to learn by actually performing and to provide training opportunities and practical guidance. It is important for students to develop soft skills as they graduate and enter the competitive world.

The list of various certification courses is as follows.

1. Heritage Tourism
2. Functional English
3. Translation English
4. Saral Hindi
5. Research Methodology
6. Travel and Tourism Government of India

Similarly, the college conducts following Skill Development (Add-on) Courses.

1. Instrumental Analytical Technique
2. Tally
3. Soft Skill
4. Beautician
5. Cake Baking
6. Banking and Accounting (State Level)
7. Banking and Accounting (National Level)

2) Provision of Budget for Research Activities

The College IQAC suggested the provision of budget for research activities. The Research Promotion Committee prepared a proposal in this regard. After continuous discussions and follow-up with Principal, LMC/CDC and Management, budget was allocated. The budgetary provision was increased in the subsequent years. Teachers who wish to undertake research projects, submit a proposal to the Research Promotion Committee. Financial support is provided for conferences, seminars and publications. The items like Equipments, Books and Journals are provided. The progressive increase in the Research Budget is as follows:-

Academic Year	Budget allocation
2016-17	2,00,000/-
2017-18	5,00,000/-
2018-19	7,50,000/-
2019-20	10,00,000/-

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:

IQAC adopts various strategies of enhancing quality in teaching and learning, as teaching and learning is the core area of the activities of the College. IQAC has been monitoring the quality of teaching learning process and learning outcomes at periodic intervals during its quarterly meetings. Review of teaching learning process is achieved through following methodology:-

- Academic Calendar is prepared at the beginning of the academic year and the same is uploaded on College Website and displayed on notice boards.
- Course wise teaching plan is prepared by the teachers and submitted to HODs/Senior most teachers in the Department.
- Time Table is displayed for the students on different notice boards in College and uploaded on the website.
- Teachers are provided with College diary to enable them to maintain daily record.
- Time table is monitored by lecture coordinators and heads of various departments and review is taken in the IQAC meetings.
- Discussions are held on learning outcome in various programmes and courses.
- Regular meetings with HODs/Senior most teachers ensure timely conduct of tests, tutorials, assignments, practicals and projects.
- Organization of co-curricular, extra-curricular and other types of activities for students are reviewed regularly in the meetings of IQAC with conveners of Committees.
- IQAC encourages teaching and non-teaching staff for participation in Orientation programme / Refresher course / Short-term training courses.
- IQAC promotes the use of ICT enabled teaching and encourages faculties to adopt it.
- Regular meetings with HODs of all Departments are conducted and measures for improvement are suggested.
- Result analysis is discussed in the IQAC meetings and Departments are directed to take corrective measures if and when necessary.

Review and implementation of teaching learning reforms facilitated by IQAC are as follows:-

1. **Experiential learning**

- Study tours/ Industrial visits are organized.
- Guest Lectures are organized where students get opportunity to interact with eminent personalities.
- Exposure to the latest developments and trends in various fields is offered to the students through knowledge sharing and active participation in seminars, workshops, quiz, projects and conferences.
- The College has started various skill development courses as a step towards enrichment of students in addition to academics.
- The Students participate in Science exhibitions at College and Inter collegiate levels.
- Students are encouraged to use facilities of College research center for their projects.

1. **ICT based Teaching Learning Environment**

- Provision for smart Laboratories and ICT enabled class rooms
- Computers of the latest configuration and necessary software
- The College Auditorium is equipped with necessary ICT gadgetry to help conduct

Workshop, Seminars, Conference, Expert Lectures etc.

- Broadband connection spread over the campus facilitates internet access.
- Most of the Departments have their e-contents/ study materials for concerned courses.
- N-List software made available to access online Journals and Books to teachers and

students.

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 intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 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:

College Woman Development Cell aims at arranging programs on various issues pertaining to girls like pre marriage counseling, health, career etc. CWDC conducts and organizes lectures on various topics like medicine, social work, entrepreneurship and counseling etc, in every academic year.

- The documentary on Sindhutai Sapkala well known social activist and founder of Sanamati Bal Niketan and Mamta Bal Sadan (Orphanages in Pune) inspired the girls.
- Women are always victims of blind faith and the age old customs, traditions which put limitations on their education and career choice. A lecture by Mukta Dabholkar, social activist of *Andhashradha Nirmulam Samiti* helped the students understand the importance of the rational and scientific attitude.
- A lecture by Shubha Kulkarni (Counselor at *Jidnyasa,* Thane) and Indavi Tulpule (social activist) on pre marriage counseling emphasised issues like selection of life partners and responsibilities after marriage.
- Mr. Datta Shrikhande, Coordinator from *Muktangan,* Drug Rehabilitation Center, Pune delivered a lecture on drug addiction amongst women.
- Lectures are arranged for creating awareness among the girls by Dr. Sunita Gautam and Dr. Sairaj (Gynecologists) on issues like hygiene, diet and other female related problems.
- Sanitary napkin vending machine has been installed in girls common room to meet the need of girl students.
- Every year 3rd January is celebrated as Savitribai Phule Jayanti, a social reformer of the highest order and a great lover of education.
- Lectures are arranged by college teachers on this day in honour of her contribution for improvement of the plight of women.
- Girls are also encouraged to participate in different activities like tree plantation, cleanliness drive etc.
- Lecture by Raj Asrondekar helped the girls to understand the role of society in maintaining the dignity and respect of women.
- On the occasion of International Women's Day, Women from various areas like business, civil services, and banks are felicitated. They share their experiences with students.
- Since the girls from our College are drawn from semi-rural background, they are unable to share their problems with parents. Keeping this in mind, we arrange *Girls speak out* programme whereat girls openly discuss their problems with one another and also with teachers. This exercise helps Management understand their problems and accordingly CWDC organizes the subsequent programmes.
- The College has appointed professional counselor for expert guidance.
- Through this continued interaction with girls, CWDC realized the need for '24 hour help line' for girls. *Maitrin* (a friend) was therefore set up on 8th March, 2018 on the occasion of International Woman's Day.
- Girls are encouraged to participate in NSS and NCC. They actively participate in all activities

conducted by NSS like seven days' residential camp, rallies, street plays, blood donation camp, leadership camp etc.
  * In 1999, the College was granted with NCC Army girls unit, since then NCC girls cadets participate in various camps like Trekking, TCS (Thal Sainik Camp), NIC (National Integration Camp) etc.
  * NCC wing arranged self-defence training programme with Maharashtra Yuva Sangh, Kalyan under the scheme of NYKS.

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

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

- It is our practice to dispose Biological waste separately.
- Ensuring collection of garbage regularly by Municipal Corporation.
- Provision of the dustbins for collecting solid waste at all departments, Gymkhana, Administrative Office, floor corridors and College Canteen.
- Collection of waste in separate coloured dustbins (Dry Waste and Wet Waste) and disposal by Municipal Vehicles to the dumping station.
- Scrap vendors to collect papers and other stationery waste material for pulping, recycling and manufacturing process.

- **Liquid waste management**

- Disposal of chemical waste in the Chemistry laboratories by proper dilution with water and then disposal in the main drainage system.
- Separate drainage line is made available for disposal of waste water.
- Disposal of waste water from canteen in a soak pit.

- **E-waste management**
    - College ensures minimum e-waste generation by reuse and recycle of e-materials.
    - Periodical collection of e-waste materials by vendors for safe recycling.
    - Regular refilling of toner and cartridges to ensure reuse.

- Policy of the College to upgrade the existing computers instead of purchasing new ones in a cycle of three years in a planned manner.

File Description	Document
Any other relevant information	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[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

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: E. None of the above

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

7.1.6 Quality audits on environment and energy 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
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. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible**

website, screen-reading software, mechanized equipment
   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 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](#)
Any other relevant information	[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:

It has been our sincere attempt from the inception of Sanstha, Hindi Bhashi Jankalyan Shikshan Sanstha in the year 1994 to transform our vision into reality by holding in the right Ernest the mission that we have assumed to ourselves for the purpose. Management, Principal, Teaching non teaching staff and also the students are reminded of and all about the mission we have assumed to ourselves to achieve the goals as visualized by founding fathers of our Sanstha. We mince no words in repeating that tolerance and harmony towards cultural, regional, linguistic, communal and socioeconomic diversity is an essential characteristic of our country which should not be considered as an impediment along the path towards progress and prosperity but as a challenge to over come so that other countries can learn a lesson that a diversities are not a weakness but strength.

K.M. Agrawal College is situated on the outskirt of the Kalyan town. Many students from neighboring villages and adivasi Padas belonging to different socio-economic categories are given admission without any discrimination. Personal counseling as well as counseling by teachers in the class helps them build confidence.

This encourages the students to participate in many extracurricular activities and competitions like debate, elocution, rangoli, mehendi, poster making, and science exhibition etc. NCC and NSS units of our College give opportunities to students belonging to different social groups of our society to mingle among themselves so that the diversities stand diluted a great deal. During the seven days residential camp at adopted area, students interact with villagers and try to understand their problems. Various programs are organized for villagers like lectures on Andhashradha nirmulan (Anti Superstitions), conservation of water etc. Students participate in Peace Rally, Shanti yatra, Run for Unity programmes. During the NSS camp they help the villagers in tree plantation, water conservation and cleanliness drive in village.

Every year during the *Gandhi Mahotsav* students participate in *Padyatra-samajik Bandhilkichi* with porters working at market yard and railway yard. Lectures by eminent personalities during the *Mahotsav* help students to gain knowledge about the values like equality, generosity, cooperation etc. During the *Mahotsav* College felicitates the women *swachhtadut*

(Housekeeping staff) at the hands of guests to respect their labour. College students also participated in *Adivasi Jatra namely Hirwya Devachi Jatra* to experience the habitat and survival pattern of Adivasis (Tribes)

Our students with the help of alumni regularly visit the Sathe Nagar dumping ground, Kalyan. They carryout different activities for children residing at dumping ground like recreational activities, informal education classes, Ganpati festival celebration, Eid and Diwali Celebration. This creates the sense of responsibility amongst College students. College gives admission to the children residing at Sathe Nagar Dumping Ground, Kalyan on priority giving concession in quantum of fees.

The language department conducts workshops on Use of Wikipedia under the banner *Liha Marathit* (Write in Marathi Language using Internet), course on Saral Hindi, Functional English, Communication Skills, and documentation of Agri Boli (Local Dialect).

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:

Every year Independence Day and Republic Day are celebrated to respect and honor the integrity and unity of our nation. Every year NSS Day and NCC day are celebrated with great zeal. College conducts various programmes for sensitization of students and employees to the constitutional obligations.

College organizes blood donation camps in coordination with KEM hospital Mumbai and Lions Club Kalyan regularly. About 100 to 120 students, teaching and supportive staff donate blood during each camp.

Students and teachers participate in Swachchha Bharat Abhiyan every year in following manner:

- Students participate in cleanliness drive at College campus, surrounding areas and at NSS camp areas (Savadgoan, Dhawale Gaon, Wangani).
- During NSS camp, students encourage the villagers to develop kitchen garden to manage kitchen waste.
- Students actively participate in cleanliness drive at Chaitya bhoomi, Shivaji Park, Dadar on 7th December every year.
- College organises rally for awareness about cleanliness of the city. Pedestrians carrying Plastic bags are distributed with cloth bags free of cost at Kalyan Railway station.
- The Geography Department distributes cotton bags (made by students from old clothes) to students

and teachers to encourage the use of biodegradable cotton bags.
- During the Swachchhata Pakhwada, NSS Unit has conducted the rally at Kalyan Railway Station and at Kalyan Bus Depot for cleanliness awareness.
- Students also participate in special drive on plastic waste collection.
- Ganpati festival is the biggest ten days festival in Maharashtra. NSS Volunteers have worked with the Nirmal Swachata Abhiyan Mandal, Kalyan and local Police during the Ganpati immersion ceremony at various places like – Ganesh Ghat, Gauri Pada, Durgadi .

Tree plantation is regular activity of the College. NSS volunteers and villagers actively participate in tree plantation near the Dhavalgoan village.

The NSS Unit of the College organized Tree Plantation at Sambhaji Maidan in Wayle Nagar, Kalyan a green zone reserved plot of local Municipal Corporation.

Other sensitizing initiatives:

- College NSS unit participate in road safety awareness rally in Kalyan city with the help of RTO and create awareness regarding noise pollution.
- Students also participate in AIDS awareness rally and Anti Tobacco rally, Anti Drug rally around College campus. Students also conduct street plays at NSS adopted area to create awareness about AIDS .
- Teachers, support staff and students participate in Constitution Day celebration programme on 26th November. On this day students read out the oath and teachers deliver lecture about the significance of Constitution of India.

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: C. 2 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:

College organizes and celebrates national festivals for inculcating cultural integrity amongst the students. It also celebrates birth and death anniversaries of great personalities in India.

College celebrates National and International *commemorative* days regularly. Some of them are:

- Independence Day
- Republic Day
- On International Yoga Day, yoga sessions are conducted for students, teachers and staff members under the guidance of yoga experts.
- On the NSS Day volunteers attend flag hoisting and conduct street plays on various topics like global warming, Human Rights, responsibilities of youth etc.
- Vasundhara Divas is celebrated by organizing tree plantation and cleanliness drive.
- Students celebrate Teachers Day and Guru Pournima every year.
- 12th August is celebrated as International Library day in memory of Shri S. R. Ranganathan, followed by Library Exhibition.
- Gandhi Mahotsav is celebrated form 22nd September to 2nd October every year. inculcate Gandhian principles and values like peace, cooperation, generosity, truth among the students. During the Mahaotsav students get opportunity to listen to various eminent personalities.
- On 2nd October, students participate in Gandhi Bhajan Yatra at Gateway of India.
- On 1st December, World AIDS Day, students participate in awareness rally in surrounding area. College also organises lectures by eminent doctors on this topic.
- Dr. A P J Abdul Kalam's birth anniversary, 15th October is celebrated as Vachak Prerna Divas.
- Students and teachers participate in rally to spread the message of equality and dignity of every human on World Human Rights Day, 10th December.
- On the Constitution Day, staff members and students read the Preamble. Lectures by the eminent personalities are arranged on the same day.
- The college observes Birth/Death anniversaries of many great personalities like Mahatma Gandhi , Pandit Jawaharlal Nehru, Dr. Babasaheb Ambedkar, Chhatrapati Shivaji Maharaj, Swami Vivekanand.
- On the eve of Savitribai Phule Jayanti, the College Woman Development Cell arranges lectures to emphasize importance of girls education.
- On 26th July 2018, Kargil Divas, was observed by NCC unit of the College. An inspirational

lecture by army officer was organized in the memory of our martyrs.

- International Water Day is observed by Geography Department by organizing activities   to create awareness about conservation of water.
- World Population day is observed on 11th July every year.
- National Youth Day
- University Foundation at University of Mumbai campus
- International Woman's Day
- International Marathi Divas.

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

7.2 Best Practices

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

Response:

BEST PRACTICE: 01

Title of the Practice ---*SAKAV- The Bridge*

One of the notable best practices of the College has been extension and outreach activities. The College focuses towards education and development of the socially and economically weaker sections of the society.

Objectives:-

1. To arouse social consciousness amongst students
2. To transform the youth into socially responsible citizens
3. To create a bridge between College and underprivileged group of society
4. To inculcate human values.

The Context:-

This activity is conducted in dumping ground area and Kalyan railway station. A large dumping ground is the residential area for rag pickers. Kalyan railway station being a junction, many children from the different parts of the country are observed as stray residents on railway platforms. It has been observed that

these sections of the society are neglected and deprived of education. Vulnerability towards drug addiction and criminal actions is a common phenomenon. The Institution firmly believes that apart from formal education our students should be involved in activities which show *reach the unreached* approach. This is achieved by conducting various activities in association with *Snehanubandh*, a committed Alumni Association of the College. This involves application of informal classroom learning and interaction with these marginalized groups. Efforts are made to bring these children to the formal education system.

The Practice:-

Sathenagar, at Adharwardi area of Kalyan town is the dumping ground of Kalyan. The Kalyan Dombivali Municipal Corporation had started operating the dumping ground in 1984. Around 650 metric tons of waste is dumped on it every day. Residents of this ground, rag pickers underprivileged sections, live in most unhygienic conditions and rampant poverty.

In such a scenario College has assumed to itself the responsibility to bridge this gap by conducting following activities :-

- Educational and Recreational activities for Rag picker (Students) Children.
- Medical Camps and Health Awareness Programmes for rag picker children and stray children.
- Drug-rehabilitation campaign for dumping ground children and children residing on railway platform.
- Recreational activities for Aadivasi children and other unfortunate children deprived of basic necessities.
- Provision of Water Tank in Aadivasi Pada.
- Educational programmes at –Sathenagar, Panbudenagar, Kalyan railway station.
- Distribution of educational kit to the children residing at Sathe Nagar, Schools at Waghera pada, Panbude nagar, Bapsai, Veluk at Vashala (nearby villages)
- *Snehanubadh* conducts informal classes for the children who are unable to attend school. These students are admitted to Open school for completing their SSC and HSC exams.
- Examination oriented coaching and guidance for students who fail in SSC examination in the subject of Mathematics and English.

Evidence of success:

1. Library extension units at Pimplas village and Maitrakul, Bapgaon being run successfully and proving beneficial to students in the vicinity.
2. Water shortage problem at Veluk village was partially resolved by donation of water tank.
3. Visit to drug de-addiction centre, *MUKTANGAN,* at Pune created awareness regarding ill-effects of drugs. A few adult residents of Sathe Nagar were admitted for rehabilitation at the centre.
4. Muktangan co-coordinator Shri Datta Shrikhande regularly interacts with member of the community and counseling them continually.
5. Through informal education and counseling, community people understood the importance of education. This has reduced the dropout rates from schools. More girl students are taking admission in regular schools.

Problems encountered and resources required -

1. Parents of such children are unable to attend the informal counseling sessions as they are busy with their work of collection of garbage for the entire day.
2. Children are forced to work as rag pickers rather than attending school. Hard work leads them to take to drugs and other undesirable activities and thus be a part of vicious circle.
3. Most of the regular schools show unwillingness to give admission to these students.
4. Need for more informal education to such children and provision for classroom space at Sathe nagar.
5. Need of more efforts for counselling of these children.
6. Society's apathy towards rag pickers and their problems.
7. No proper health care measures for rag pickers.

Best Practice 2

Title of the Practice: - *GANDHI MOHOTSAV*

Objective: -

Moral values refer to good virtues such as honesty, integrity, truthfulness, compassion, helpfulness, love, respectfulness and hard work. Moral values reflect an individual's character and spirituality. They help in building good relationships in personal as well as social life. They can help in eradicating problems like dishonesty, violence, cheating, jealousy from one's life. The family, teachers and members of society have important role to play in individual buildup.

As a small contribution to this task, College initiated the concept of *Gandhi Mahotsav* keeping in mind the following objectives-

1. To inculcate the values like non-violence, cooperation.

2. To imbibe the values like equality, dignity of labour.

3. To sensitize the students towards the problems of underprivileged sections of the society.

The Context: -

The face of 21st century has been defined by globalization, free market, privatization and marked by violence, extremism, inequality and disparity. At present, political, social, economic and moral values are deteriorating. Gandhian principles like non-violence, truth, peace etc., can help to make world a peaceful place to live for everyone. We realize the importance of inculcating these values amongst our students. As an initiative towards inculcating human values, we developed the concept of *Gandhi Mahotsav*. We believe that classrooms aren't just a place to study social change, but a place to spark social change in the

young minds. The College goes beyond merely displaying photo of Gandhiji. In today's consumerist world, it is the need of the hour to incorporate Gandhian values in day to day life. Keeping this view in mind, we not only aim at making students globally competent but also to make them considerate, responsible and sensitive human beings.

The Practice

Last four years, the College has been celebrating *Gandhi Mahotsav* during the period from 22nd September to 2nd October with the motto 'Reach the Un-reached'.

During the Mahotsav, Students participate in various programmes arranged by College faculties and alumni:

- Lectures from eminent Gandhian thinkers provide an opportunity to students to interact with them eventually driving them to think positively and to act for the interests of the society at large.

- Intercollegiate competitions in essay, rangoli, skit, elocution, poetry recitation, poster presentation are organized based on the following themes: -

  - Me and Gandhiji
  - Gandhian philosophy
  - Is Gandhi possible?
  - *Vaishnav jan to tene kahiye*

- Students participate in *Pad-yatra* with hamals (porters at Kalyan Station) and *safai kamgars* (drainage workers) in Kalyan city
- Visit to Adivasi Padas-Dhenganmal Pada and distribution of water tank, educational material, cloths /stationery and food
- Stalls for sale of khadi products and Gandhian books
- *Miti Char,* the theatre group from Kalyan conducted a positive and common reading presentation of the famous book "Diary of Ann Frank"

Eminent Gandhian followers delivered lectures during the Mahotsav:

- Well known sculptor of international repute Shri Bhau Sathe delivered a lecture on 'My life is my message- *Mahatma Gandhi'*.
- Editor of Nav Bharat Times, Shri Satish Mishra delivered a lecture on 'Importance of Values and Ethics in individual life'.
- Senior freedom fighter, founder member of Yusuf Meher Ali Centre, Mumbai, Dr G.G. Parikh gave talk on 'Gandhi in Contemporary Age'.
- Senior journalist, Shri Niranjan Takle enlightened students on 'Gandhian thoughts and influence of Gandhi'.
- Students attended seminar on 'Critics of Gandhi'. Gandhian scholars Dr. Ravindra R.P and Vijay Tambe, were invited as speakers for the seminar.

- Shri Ramesh Ojha, Researcher and advisor at Bhartiya Vidya Bhavan delivered a talk on 'Gandhian Principles and Youth'.
- Indavi Tulpule, a social activist shared her experience of working with the adivasi groups and villagers.
- Dr H. K. S. Swami, Professor of Pharmacy from Karnataka University conducted workshop on 'Relevance of Gandhian Thoughts in Day to Day Life'.

Through all these activities, College attempts to transform the learners into better citizens enriched with self-confidence, perseverance, patriotism and humanity.

Evidence of success-

Owing to active participation in various competitions during the Mahotsav, students learn about the values, principles and the importance of Gandhian views and life. They get the opportunity to interact with various Gandhian researchers and followers. Through this activity, the College has been able to develop a sensitive and responsible youth force having social commitment towards the marginalized sections of the society. Our efforts and social work at various places like Sathe Nagar, Panbude Nagar, Kalyan Railway platform and other areas are the result of the inspiration that students receive during this *Mahotsav*. By participating in Padyatra with Hamals (Porters) and safai workers, they understand the pain of hard work these labourers put in and realise the dignity of labour. Thus, the College encourages the spirit of commitment, compassion, warmth and sense of belonging amongst students.

Problems encountered and resources required

- Very difficult to attract students towards such activities
- The dominant consumer culture in today's generation makes it difficult to inculcate Gandhian principles
- No direct rewards in the form of additional marks in curricula
- No monetary rewards

File Description	Document
Link for Best practices in the Institutional web site	[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:

Students of our College are from diverse socio-economic background. Maximum students are First Generation Learners and are drawn from vernacular medium schools. These students belong to farmers' families who are residents of surrounding villages. When such students are admitted to the College, they have fear in their mind and are reluctant to get mixed with the city crowd due to inferiority complex, their style of living and financial background. Such students need to be imparted basic skills of communications, enhancement of self confidence by offering counselling. This helps them cope with the demands of the globalized society and market.

The College has various committees/associations/units which work for the overall development of students. Some of them are :

Committees :

- Arts Circle
- Students Council
- Anubhooti Club

Associations :

- Literary Associations
- Economic Forum
- Commerce and Science Associations
- *Dhadpad Vyaspeeth*

Units :

- National Cadets Corps
- National Service Scheme
- Navdhara Incubation Centre for Business ideas
- On board Professional Counselor dealing with critical cases

In addition to regular teaching and learning, various activities and competitions are conducted such as :

- Seminar Presentations
- Quiz Competitions
- Poster Presentations
- Debate
- Mr./Miss Agrawal Contest
- Group Discussions
- Power Point Presentations
- Career and Counselling Seminars
- Film and Theater appreciation activities
- NCC/NSS regular activities.
- Participation of the students in University, State and National Level Camps
- Spiritual Lectures
- Talk shows inviting successful personalities and corporate leaders

- Government certificate courses under PMKVY Scheme
- Skill Development/ enhancement courses such as Cake Baking, Beautician, Nail Art, Mehendi, etc. for girl students.

Some of the successful passed out students (Alumni) extend help to the College for organizing various student centric events/ activities:

- Workshop of CV Preparation, Interview Techniques, Training for Group Discussion
- Skill training for girl students for employment opportunities in TCS
- Alumni members who are corporate leaders provide employment opportunities for the present students
- Ex NCC cadets mentor the present NCC Cadets
- Participation of the students in Intercollegiate competitions
-

FINANCIAL SUPPORT

- Admission to the children of rag pickers and adiwasi padas is granted in our College at a nominal fees of Rs. 1,000/-
- Help is extended to get benefits of freeships and scholarships from Government
- Management concessions is also extended to the needy and poor students
- Books are issued from the library book bank under " Pustak Mitra Yogna"

OUTCOME

- Ravi Ghule, resident of Sathe Nagar graduated from our College. He is the First graduate from rag picker families residing there. Another student Rahul Sable from the same area completed his graduation. Both are now in the process of preparation for competitive examinations.
- Three students have passed SSC/ HSC examinations from the Open School as a result of efforts put in by our Alumni Association Snehanubandh.
- Two girl students who failed in SSC examination in the subject of Mathematics and English were able to get through in the re-examination due to special coaching by alumni. They have now been admitted to Junior College.
- One of the girl students from rural area is bestowed with Mumbai University Gold Medal in the subject of History
- Many of the students are placed through campus interviews
- Gold/ Silver medals won at the intercollegiate competitions
- One of our students is an HR Manager in TCS
- One of our students residing at Pimplas Village is a social worker and now elected as Sarpanch
- Some students have completed post graduation in Social Work and are attached to the NGOs of national repute wedded to the cause of deprived classes of society
- Many students have been transformed into socially responsible citizens who are now full time devotees for the cause of informal education
- Alumni help the College conduct various social events/ activities and have volunteered themselves

in setting up the library extension units at two nearby village areas.

In this unique way, the College has effectively made a modest contribution, by getting the rural youth into mainstream ultimately with a view to creating an utopian society to enable our country to take leaps towards progress and prosperity coupled with peace.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Post accreditation quality initiatives:

- Strategic plan is developed
- 26 Class rooms are now ICT enabled as against seven in previous Cycle
- Three Science laboratories are equipped with Smart Boards
- Five International and three National Conferences organized
- One UGC, five University, and seven College level Minor Research Projects
- One ICSSR (IMPRESS) funding is sanctioned for International Conference on Regional Cinema
- Increase in the number of Students Centric Activities
- Academic and Administrative Audit is Conducted
- Gender and Green audits are conducted
- ISO Certification
- Applied for Best College Award and College with potential for Excellence.
- Research Centre for Ph.D., in Commerce, Economic and Accountancy are started
- Structured mentoring is initiated
- Seven Linkages are active
- Seven add on and Six Certificate Courses
- Renovation of Computer laboratory with increased capacity
- Online structured feedback mechanism from various stakeholders is initiated
- Alumni involvement in College activities is increased
- Physical facilities for differently abled students
- 96% teachers adopt ICT enabled teaching learning processes
- High speed lease lines of internet

Concluding Remarks :

The College over a period of time has achieved remarkable heights in fostering global competence amongst students. College Governing Council, IQAC, CDC etc are striving hard for continuous improvement. It is providing modern facilities to impart need-based and updated education to the student community. The College offers quality education by imparting traditional as well as latest knowledge linked with skill based certificate programmes, through a well planned teaching and learning process. College has a dynamic team of well experienced teaching and support staff who are continuously involved in mentoring students. It also imparts life skills for the overall development of the Students. In addition to UGC/ University research projects, the College has its own research budgetary provision. Teachers are involved in research projects and quality publications, students are also required to work independently on individual projects as a part of curriculum. It is a recognized Ph.D. center affiliated to University of Mumbai.

College has adequate infrastructure including spacious ICT enabled classrooms, computer and science laboratories for effective curriculum delivery. The fully computerized library having rich collection of books, journals and e-resources. Its reading room equipped with e-zone adds as an effective tool for student progression. College conducts co-curricular and Extra curricular activities for the kaleidoscopic development of the students. Free ship and scholarships are provided from Government and non-government sources to needy

and poor students. It has strong units of NCC and NSS having social impact and sense of patriotism amongst students.

College is conscious about environment and practices number of green initiatives . It sensitizes the students to take care of environment and use natural resources wisely.

It also extends help to socially deprived children to bring them in the main stream of society. It also celebrates Gandhi Mahotsav to inculcate Gandhian values and principles in students and staff. Over a period of time it is successfully demonstrated its impact for the first generation learners.

College has set an unique example in the education sector by transforming students in to socially sensitized individuals who are competent enough to face global challenges as an empowered asset of growing nation.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
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** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
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: | 2018-19	2017-18	2016-17	2015-16	2014-15 | |---|---|---|---|---| | 1142 | 1131 | 1127 | 1095 | 1093 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | |---|---|---|---|---| | 1257 | 1244 | 1240 | 1204 | 1202 | Remark : As per the clarification, no. of actual students admitted exceeds the seats earmarked, which is against the requirement. So revised counting only those seats filled against the quota w.r.t the metric 2.2 in the extended profile.
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: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | |---|---|---|---|---| | 596 | 644 | 638 | 659 | 550 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 |

| 596 | 644 | 638 | 550 | 550 |

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:

2018-19	2017-18	2016-17	2015-16	2014-15
795	941	888	814	844

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
795	941	888	814	844

Remark : Revised as per the newly given supporting 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**

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:

2018-19	2017-18	2016-17	2015-16	2014-15
32	55	37	50	56

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
32	55	37	50	57

Remark : Revised as per the attached document.

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:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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:

2018-19	2017-18	2016-17	2015-16	2014-15
10	12	7	6	12

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	12	7	3	3

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 : 27
Answer after DVV Verification: 24

Remark : Revised excluding the laboratories as per the requirement of the metric.

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:

2018-19	2017-18	2016-17	2015-16	2014-15
16.95	17.70	13.20	24.60	32.30

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
18.26	3.87	36.89	17.01	38.72

Remark : Revised considering the Expenditure for infrastructure augmentation, not the budget allocation for it, from the attached document.

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:

2018-19	2017-18	2016-17	2015-16	2014-15
170.12	146.26	137.23	147.06	179.52

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
170.12	145.26	137.23	147.06	179.52

Remark : Revised as per the attached 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** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
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: A. All of the above
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:

2018-19	2017-18	2016-17	2015-16	2014-15
13	27	15	19	25

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	25	12	12	21

Remark : Revised counting the same teacher only once in a year from the newly attached supporting 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** 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:

2018-19	2017-18	2016-17	2015-16	2014-15
7	3	2	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	2	2	2	1

Remark : Seminar on Intellectual Property Rights from the year 2017-18 is already considered in metric 3.2.2 and as per SOP, seminars/invited talks cannot be included in this metric so it is excluded.

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:

2018-19	2017-18	2016-17	2015-16	2014-15
14.97	13.50	25.00	16.86	12.54

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Opted out by the HEI.

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** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above
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** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above
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** Answer before DVV Verification : Any 4 or All of the above Answer After DVV Verification: E. None of the above Remark : Uploaded photographs are not geo-tagged and documents are insufficient as per SOP, so the input cannot be considered.
7.1.6	**Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

	1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Disabled-friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment** 5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: D.1 of the above Remark : Only one photograph is geo-tagged and insufficient documents as per SOP.
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** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years** Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
1142	1131	1127	1095	1093 | Answer After DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
1257	1244	1240	1204	1202	

| 1.3 | **Number of outgoing / final year students year-wise during last five years** |

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
898	957	900	807	839

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
795	941	888	814	844

| 2.2 | **Number of sanctioned posts year-wise during last five years** |

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
52	52	52	52	52

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
52	52	52	53	48

| 3.1 | **Total number of classrooms and seminar halls**
Answer before DVV Verification : 31
Answer after DVV Verification : 24 |