



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

NIRANJANA MAJITHIA COLLEGE OF COMMERCE

**BOHRA COLONY, M.G.ROAD, KANDIVALI WEST, MUMBAI, MAHARASHTRA
400067**

www.eesmajithia.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Esplanade Education Society's Niranjana Majithia College of Commerce is affiliated to University of Mumbai. It provides three years degree programmes like Bachelor of Commerce, Bachelor Management Studies and Bachelor of Science in Information Technology. The Esplanade Education Society is the governing body of the college. The founder, Late Shri Navinchandra N Majithia, had the philanthropic vision of serving the society by providing holistic education to the students. His vision has been the eternal guiding force for the institutional development that is led by Shri Jayesh Navinchandra Majithia, the present Managing Trustee of the institution who is dedicated to take the vision forward. It encourages the Principal, faculties and students to strive for excellence in education and embracing human values. The institution embraces inclusivity and provides admissions without any discrimination based on religion, region, socio-economic status or gender. We give admissions without any donations or deposits. Our college is a co-educational institution imparting value based, quality education to learners through various academic, sports, and cultural events for the all-round development of young minds. This ensures the values of human dignity and equality that are imbibed in youth, the future of the nation, so as to create a truly dedicated citizens and democratic and secular society.

Vision

Vision:

- To provide holistic education irrespective of socio-economic differences including human values./To provide holistic education including human values to all the students irrespective of their socio-economic diversities.
- To inculcate creative and innovative practices in our students.

Mission

Mission:

- To provide quality education for preparing the students for global scenarios.
- To prepare students to face challenges in life.
- To train students with modern technology.
- To provide platform for nurturing the spirit of entrepreneurship.
- To instil discipline amongst the students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Strengths

- Centrally located with easy accessibility by all possible means of transportation like – Bus railway and metro rout.
- Supportive, progressive and enthusiastic managementwith progressive vision.
- Excellent linkages with local community.
- Better connect and coordination between teachers and students.
- Healthy working environment
- Strong NSS Unit working for social awareness

Institutional Weakness

Weaknesses

- Space constraint for horizontal and vertical expansion.
- Poor quality intake
- Constraint in mobilization of funds.
- Limited scope for collaboration.
- Weak Placement and Career Conselling Cell

Institutional Opportunity

Opportunities

- To enhance number of skill-development and vocational courses.
- To achieve vertical growth by introducing PG courses.
- To enhance placement activity.
- To strengthen Alumni Association.
- To explore opportunities for collaborative research.
- To start more number of Skill Enhancement Courses

Institutional Challenge

Challenges

- Increase in competition from neighbouring colleges.
- Lack of Creamy layer of bright students
- Develop outdoor Sports facilities
- Educating vernacular students in English medium.
- Improve teaching standards and participative learning
- Corroborative college policy with NEP 2020

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

As our college is affiliated to the University of Mumbai, we deliver the curriculum designed and prescribed by the University. The college offers a number of programs catering to the needs of a wide variety of students hailing from diverse socio-economic and academic backgrounds. The college runs programmes ranging from Bachelor of Commerce-Regular(B.Com.) degree to the more contemporary degree programmes like Bachelor of Commerce in Management Studies (B.M.S.) and Bachelor of Science in Information Technology (B.Sc.-I.T). College is a centre for the Skill Development and Vocational Training Institute of India which provide courses like GST, Tally, Retail Management, Web Programming, Digital Literacy, Event Management etc. Add-on courses like Quantitative Aptitude, Yoga are additionally offered by the college to develop various mandatory skills to resist the challenges of the business and build them to be employable.

Departmental meetings are organized to ensure an effective delivery of the curriculum by preparing an academic calendar, time table and teaching plans. Academic calendar is uploaded on the college website. Time table is displayed on notice board and teaching plan is submitted to head of the department regularly. The academic calendar is planned to include subject lectures as well as extra-curricular and co-curricular activities like seminars, workshops, events, NSS, sports and cultural activities. All faculty members fulfil responsibilities as Paper Setter, Examiner to conduct practical and perform invigilation as well as evaluation duties assigned by the university.

The college effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to the holistic development of students. Add-on courses are offered by the college to develop technical and soft skills to face the challenges of the industry and substantially increase their employability. In addition, the college also arranges special resources for the students. The holistic development of our students is promoted by providing platforms to the students for participation in activities like NSS, Women Development Cell (WDC), Department of Life Long Learning and Extension(DLLE) etc. The stakeholders are encouraged to offer their opinions on the syllabus content and its delivery by applying the feedback mechanism.

Teaching-learning and Evaluation

The college follows admission norms as prescribed by the University of Mumbai and admission is given to all categories as per norms of reservation for General, SC, ST and OBC students. We conduct an orientation

programme for the freshers in which we acquaint them about various courses of each semester and their learning objectives and outcomes. Continuous team efforts are aimed to achieve quality of teaching and learning process by way of preparing teaching plans, periodic review from the head of the department and student is collected on completion of syllabus.

Efforts are taken to identify the needs of advanced and slow learners. Informally teachers identify slow learners during lecture in the first & second week of beginning of the year. The slow learners, under Mentor-Mentee system, are given the facility to interact with the faculty one-on-one to clear their doubts and understand basic technical concepts. The mentors provide counselling to their mentees to promote their understanding and ensure academic progress. The advanced learners are encouraged to participate in various advance academic programmes, seminars, competitions, research project competitions, web-based projects are given to them and they are encouraged to go through various websites and reference books for the advancement of their knowledge.

The college has made provision in the structure of all programmes to give students experiential and participative learning. Student-oriented approach is followed where the participation of students is encouraged through presentations, lectures, assignments and question-answer sessions. Flipped classroom, projects, industrial visits, quizzes and assignments are given to the students regularly. This trains them in applying theoretical learning in real-world applications. Students organise various extra and co-curricular events like IT games and quizzes that develop their leadership and management skills. Industrial visits are arranged for the students of BMS and B. Sc-IT that gives them knowledge of the working environment. Teachers use ICT enabled tools for effective teaching-learning processes. The college strictly follows the guidelines issued by the University of Mumbai for conducting the examinations.

Research, Innovations and Extension

Various initiatives have been offered by the college research committee to promote research culture among the faculties and students. The college management encourages its teachers to submit research proposals, and conduct research. A research committee has been set up to facilitate the research and extension activities. The committee organizes workshops and programs to create research spirit among teachers and students. One faculty member from the Department of Commerce has got minor research projects sanctioned from the University of Mumbai. Three faculties have successfully completed Ph.D. and three are scholars. To imbibe the quality of research amongst faculties and students college organises various Seminars, Webinars, Workshops and Conferences, as a result there are teachers and students has published research paper in UGC Care listed and Peer Reviewed journals at various National and International Conferences

The institution is actively involved in extension activities to help the society by its services. The college has two NSS units of 100 students and DLLE one Unit of 30 students. each of which render social and community services. NSS units organize blood donation camps, environmental awareness programs such as tree plantation activities, and help in disaster management. The NSS volunteers are trained by the NDRF team every year to deal with disasters. Every year a one-week program is organized by the NSS unit with the traffic police, Government of Maharashtra. College NSS volunteers with traffic police conduct a Road Rally and Road show at the nearby traffic signal. The college has adopted a village namely Bhatane at Virar in Maharashtra for five years. Every year a special camp at Bhatane is conducted for 7 days and different activities such as Dengue-Malaria awareness, Kanya-BhrunHatya(female foeticide) etc. are carried out. DLLE undertakes one activity

under Annapurna Yojana named as “Swad Se Swagat”.

Infrastructure and Learning Resources

The College has four floor building, the campus has an area approximately 1734.90 Sq. Meters and height of building structure is 19.35 Meters, located at 1.5 km from Kandivali station. The college has well defined space utilization for teaching and learning. The college infrastructure consists of well ventilated and air conditioned 19 Classrooms, 3 Computer Labs, Library with reading room, well equipped seminar hall with audio and visual facility, Gymkhana with latest equipments and indoor games, Counseling room, Canteen, NSS, DLLE Office, girls and boys common room.

Entire campus and all classrooms are covered under 73 CCTV cameras. 10 classrooms equipped with ICT facility including two smart classrooms. The College has three computer labs with total 50 computers and two laptops which are equipped with necessary operating systems and software. College has Wi-Fi facility for students and staff. We have two internet connections with 200Mbps and 100Mbps.

The college library has 7,258 books and a sufficient number of subscriptions of journals and magazines. The library is well equipped and fully automated with library software E-granthalaya and Shodhganga. The library can be accessed by the users any time during the college hours. Book-bank Scheme is also available for the students.

College Open campus area is used for the games like football, Skating, Box cricket, Kho-kho, Kabaddi. College Gymkhana is on the fourth floor equipped with Bent over Row “T” Bar, Hyperextension, Weight Plate rack, Treadmill-Semi and Spine bike commercial, Electronic Weighing machine 200KG capacity, Barbell Bar 6ft & 7ft., Rubberized Dumbbells, Rubberized Weight plate. Indoor games like Carrom, Chess, Pool Table, Table tennis are available to the students and staff of the college.

For the maintenance of water tank, fire extinguisher, etc. AMCs are signed with various agencies.

Student Support and Progression

Ultimate purpose of the college lies in the participation and success of students’ performances, progressions and gainful employment. The College has well-structured and well-organized guidance as well as counselling systems that benefit students through scholarships, freeships and other means. During the last five years, seventy two students were benefited by the government and non-government schemes. Various types of scholarships, free ships are timely distributed to SC/ST/OBC and others.

Institution has adequate infrastructure that promotes active participation of students in intercollegiate, state and national levels sports and games. Sixteen students have achieved ranks at the All-India Inter-University Level awards in sports. The college has an outstanding performance in extension, social-outreach activities and in sports. The Institution also encourages the students to participate in cultural and sports activities at the University level ‘Youth Festivals’ & there is remarkable performance during the last 5 years.

The college has various committees for the representation of students in the academic and extracurricular activities and also in the administrative bodies. There are various committees that the students can join and represent. We continually listen to and engage with students to improve teaching, learning, assessment and academic services as well as extracurricular activities.

The alumni association has been constituted in the academic year 2020-21. The alumni support the Institution both in financial and non-financial modes for the student support and progression. First meetings of the alumni association were arranged by the Institution.

Governance, Leadership and Management

Institution Vision and Leadership Effective leadership, participatory management, representation of faculty in decision making, decentralization of authority helps to achieve the vision, mission and goals of the institute. Perspective plans are made based on the NAAC New Methodology for the first cycle. The CDC takes regular review on academic and administrative policies. The policy formulation and its execution is aligned to provide a holistic education to the students in an inclusive environment. The visionary leadership of the college fosters decentralisation and participative management to expedite the processes and attain the mission of the college.

The leadership employs practices that empower functionaries at different levels to make relevant decisions and participate in the efficient management of varied activities. Once the plan is strategized by the management, the deployment of roles and responsibilities is done to all the bodies, committees and functionaries. The faculty and the non-teaching staff are given all the information that is relevant to their roles. The functioning of the bodies, committees and IQAC is efficient. Management is transparent in implementing the service condition, which is informed to teachers from time to time. The administrative setup, the appointment procedures and the service rules for the academic and non-academic staff are well defined and followed diligently. The college provides various welfare of the academic and non-academic staff. Faculty development, research support, appreciation and acknowledgement, interest-free loan and other welfare measures are taken for the faculty of the college. Provident fund, medical aid, interest-free loan and other welfare measures are taken for the non-academic staff.

The performance appraisal of each employee is done not only with the purpose of an objective evaluation but also for identifying the potential aspects for improvement that will eventually lead to the growth of the employee. The institute ensures optimal utilisation of resources for the conduction of academic and extracurricular activities and infrastructure development.

IQAC has contributed significantly for attaining excellence in teaching-learning and extracurricular activities by seeking feedback and suggestions from the students and faculty. It reviews teaching-learning processes and learning outcomes periodically to ascertain that the objectives are met.

Institutional Values and Best Practices

Our college has established 'Women Development Cell' that organizes programmes for gender sensitization and women empowerment. The Student Grievances/Anti Ragging Committee is constituted under policy document of the college in order to prevent and prohibit all forms of sexual harassment in the College campus.

We celebrate diversity and provide an inclusive environment to the students and teachers. We educate the students to become responsible citizens by teaching them values and organising events that make them aware of their rights, duties and responsibilities as citizens of India. The college conducts periodic programmes regarding constitutional obligations, adherence to the code of conduct and also celebrates national and international commemorative days and festivals. This fosters pride in the Indian culture and ethos. It enables the students and teachers to understand the significance of international cooperation on issues like climate change, water conservation and alliance for fighting diseases like AIDS.

The college is committed towards doing its bit for environmental conservation. The college also takes care of the proper management of solid and e-wastes. The 3 R's - Recycle, Reuse, and Reduce are the steps followed by our Institution. Moreover, some of the outstanding initiatives are also taken by the college in maintaining an eco-friendly environment such as tree plantation work and use of solar energy. The students undertake cleanliness drives in the campus, beaches and nearby villages contributing to the 'Swachh Bharat Abhiyan.' Every year a road-safety campaign is undertaken to prevent road accidents and convince people to follow the traffic rules. The college promotes human values and professional ethics to sensitize the students. The environmental and social issues are raised by the students in the campus and villages through street plays, rallies, posters and door-to-door awareness programs. The Institution has successfully implemented its best practices in two areas which are Tree Plantation & Blood donation. Our Institutional Distinctiveness is that our college is working as a "Journey From Pain To Pleasure" by taking initiatives to engage the students in different volunteering efforts to improve the community's well-being.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NIRANJANA MAJITHIA COLLEGE OF COMMERCE
Address	Bohra Colony, M.G.Road, Kandivali West, Mumbai, Maharashtra
City	MUMBAI
State	Maharashtra
Pin	400067
Website	www.eesmajithia.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Reshma Ashok Vaja	022-28016152	7977949859	-	nmdegrecollege@gmail.com
IQAC / CIQA coordinator	Sweta R Kumar	022-28640381	9324455881	-	skswetakumar@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes MINORITY CERTIFICATE.pdf
If Yes, Specify minority status	
Religious	
Linguistic	Gujarati
Any Other	

Establishment Details	
Date of establishment of the college	03-08-2004

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1646819945.pdf
If yes, has the College applied for availing the autonomous status?	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	Bohra Colony, M.G.Road, Kandivali West, Mumbai, Maharashtra	Urban	0.4287	1557.28

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	Higher Secondary	English	1080	514
UG	BMS, Management	36	Higher Secondary	English	180	164
UG	BSc, Information Technology	36	Higher Secondary	English	180	109

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				12			
Recruited	0	0	0	0	0	0	0	0	2	10	0	12
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						0
Recruited	0		0		0	0
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						8
Recruited	4		4		0	8
Yet to Recruit						0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	4	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	3	0	4
UG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	2		0		2

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	482	12	0	0	494
	Female	286	7	0	0	293
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	22	9	15	13
	Female	25	23	12	19
	Others	0	0	0	0
ST	Male	5	1	0	0
	Female	2	1	0	1
	Others	0	0	0	0
OBC	Male	45	34	12	21
	Female	48	30	25	24
	Others	0	0	0	0
General	Male	392	300	419	368
	Female	313	232	246	198
	Others	0	0	0	0
Others	Male	153	162	95	97
	Female	83	89	58	50
	Others	0	0	0	0
Total		1088	881	882	791

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Diversity of the institution is the expectation of National Education Policy 2020. We are following a multi-disciplinary approach by offering programs under faculty of Commerce and faculty of science. In
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addition to it we are offering few certificate programs and our college has also entered into an agreement with skill India Development Vocational Training Program. Certificate course offered by us had no faculty barrier as students of one faculty can take admission to the certificate course offered by another faculty. Besides keeping the National Education Policy 2020 in mind management of the college has started planning to start Bachelor of Science in Physics, Chemistry and Mathematics programs with effect from the academic year 2023-24 subject to NAAC Accreditation which is a prerequisite to apply to our parent University. Similarly, considering the need of National Education Policy 2020 Management has a very ambitious plan to develop a land Bank of 100 acres that it holds and establish an educational hub with multi faculty diverse offering of various programs under the umbrella of Esplanade Education Society and Majithia Foundation Trust. To execute and plan this particular educational hub the management has also entered into an agreement / Memorandum of Understanding (MOU) for examining the feasibility of these plans of establishing an educational hub and its execution will begin post accreditation by NAAC.

2. Academic bank of credits (ABC):

Our parent university, i.e University of Mumbai has started Choice Based Credit System by offering the programs at UG and PG level way back in the year 2014-15. On these lines our UG program is divided into six semesters with 20 credit points for each semester. Within each semester each course is also given the requisite credits based on its nature of course. Once the semester examinations are concluded and results are declared the college office uploads the credit score of each student course wise on the university portal which maintains the credit score of each student centrally under a unique PNR number of each student. In future, with the guidelines of our parent University that is University of Mumbai the college will soon register for the National Academic Depository. Once we register ourselves under the National Academic Depository all our students can avail the facility of registering their credit score in a national pool of Academic Credit Depository that is an academic bank of credits. This will enable our students to easily transfer their credits from one institute to another Institute. In addition it

	will also give them flexibility of continuing their education, exiting the education and again re-entering the system as and when they desire to do so.
3. Skill development:	National Education Policy 2020 focuses on technical and soft skill development of under-graduate and post graduate students to increase employability of the students. In order to impart soft and technical skills college has signed an MOU with Skill Development and Vocational Training Institute of India. Under this MOU students are provided with the certificate courses like Tally, GST, Web Programming, Beautician, Banking, etc. Internship helps to transform theoretical concepts into practical implementation and thereby make students industry-ready. College has started Entrepreneur Cell (E-Cell) recently in collaboration with Rotary Club of Kandivali. The collaboration aims to encourage entrepreneur culture among our students and such initiatives contribute to achieve the aim of AtmaNirbhar Bharat mission started by Government of India and popularized by our Honorable Prime Minister for making self- reliant India.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our college is a Gujarati linguistic minority college and therefore since its inception college always takes the required measures to safeguard the cultural interest of Gujarati minority students. To ensure the smooth transition of the great Legacy of Indian knowledge and Indian culture we emphasize on celebrating various festivals where students participate in these activities enthusiastically. We also take care of organizing important national and international days, the birth anniversary of great philosophers and our National heroes. So the learning of these personalities takes place among the current generation. As a Gujarati minority institution special emphasis is also given to promote Gujarati culture, Gujarati literature and Gujarati way of life.
5. Focus on Outcome based education (OBE):	The college has taken gradual steps to acquaint our teaching staff as well as students regarding the important terminology like program objectives, program specific objectives, course objectives and learning objectives. Appropriate measures are regularly taken to introduce and modify the teaching learning pedagogy so as to ensure that learning objectives, course objectives and program objectives are attained. We address within the classroom and

	<p>beyond in order to augment this process additional steps are also taken to ensure that various outreach programs and extension activities are organised where in students are encouraged to participate. This enables students to fulfill their learning objectives and course objectives beyond the scope of classroom. Besides, the college has also initiated the process of result analysis for the statistical gauge and mapping of objective based education. Regular training programs are conducted for the teachers to train them on teaching pedagogy.</p>
<p>6. Distance education/online education:</p>	<p>Our college infrastructure as well as human capital is still in the nascent stage. However keeping the need of the time in mind we have already started the online education in respect of theory subjects. The pandemic situation of the last 2 years was in fact a blessing in disguise which diverted our entire teaching fraternity to online mode of education and today the entire staffs are well equipped with the various platforms of online education. We are planning to take this momentum further and wish to start few certificate programs which will be taught thoroughly on online platform. We also keep the door open for all the students across the country who wishes to join the certificate program and thereby we will take a step ahead of initiating distance mode of education under the banner of our Niranjana Majithia College of Commerce.</p>

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
154	155	154	149	142
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
03	03	03	03	03

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
791	882	881	1088	1320
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
118	118	118	118	118

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	336

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	25

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	24

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 20

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
13.68	79.84	51.02	58.31	49.84

4.3

Number of Computers

Response: 76

4.4

Total number of computers in the campus for academic purpose

Response: 70

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:

Niranjana Majithia College is affiliated to University of Mumbai. The college offers three undergraduate programmes- Bachelor in Commerce, Bachelor of Management Studies and Bachelor of Science in Information Technology. All Under Graduate programs offer Choice Based Credit System (CCS). We provide elective options in the second year in BMS and the third year in Bachelor of Commerce and Bachelor of Science in Information Technology. The curricula for these programmes are designed by the University of Mumbai.

Distribution of work: In the initial period of the academic year, the principal schedules the meeting with the faculty members for forming various committees like Examination, Time-Table, Library, Cultural, Research, Women Development Cell etc. Each committee convener prepares the annual plan of the respective committee and submits it to the Principal. As per the plans of these committees, an academic calendar is prepared and communicated to the students through the college website.

Execution of Curriculum Delivery: The college ensures effective curriculum delivery through a well-planned academic calendar, teaching plan, class timetable, and formal evaluation.. Continuous internal evaluation of the students is done by giving home assignments, tutorials, surprise tests, unit tests, and open-book exams.

Teaching Methodology: The Principal conducts meetings with the coordinators to plan the best practices in imparting outcome-based learning to the students. The teachers conduct interactive lectures where students ask and respond to questions. They encourage inquisitiveness in the students to help in developing their critical thinking and creativity. Our teachers use the latest ICT and visual aids to enhance learning. They keep themselves updated in their core subjects by attending seminars, conferences and workshops on syllabus revision organized by the University and various affiliated colleges.

Co-curricular and Extra-curricular Activities: The cultural committee, the sports committee, Women Development Cell, National Service Scheme, National Service Scheme, Department of Lifelong Learning and Extensions (DLLE), conduct various co-curricular and extracurricular activities and competitions in the college. These activities develop the personalities of the students and address the issues related to Gender Sensitization, Human Values, Environment and Sustainability.

We offer add-on/certificate programs like Quantitative Aptitude, GST, Yoga and Health that helps in

holistic education to our students.

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

1.1.2

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

Response:

The college being affiliated to University of Mumbai has a well-planned curriculum that is delivered by preparing the academic calendar and assessment involves Continuous Internal Evaluation.

Preparation of the academic calendar: The college prepares its academic calendar considering the schedules of the University. The academic calendar is prepared well in advance and approved by the Principal. The academic calendar is displayed on the college website and notice board for the reference of the students and staff. It carries schedules regarding the admission process, teaching-learning schedule, curricular and co-curricular activities. The following are the main aspects of the academic calendar:

- Incorporating University schedules- term-start and term-end dates, holidays and vacations
- Schedule for curriculum delivery.
- Plan for the conduct of CIE
- Plan for co-curricular and extra-curricular activities.
- Providing a tentative schedule of the University and College level Examinations.

Implementation of the academic calendar: The college follows its academic calendar for conducting all the examinations, curricular and extracurricular activities. The examination committee works on the slots reserved in the academic calendar for internal evaluation and prepares and displays the timetable well in advance. The faculties prepare their teaching plans keeping in mind the schedule of internal evaluation and various other exams. The Principal conducts review meetings regularly to check the implementation and progress of all the activities in the academic calendar. Based on these review meetings, some changes in the schedules of activities are made if required. Further, extra lectures are scheduled to complete the syllabus before the University examination.

Continuous Internal Evaluation: Continuous Internal Evaluation of the students is done by semester-wise written exam. Besides as a part of internal evaluation project work is also assigned in form of home

assignments, conducting quizzes, viva-voce sessions and assigning them topics for their presentations. All these are discussed with the students by the respective faculties.

Field visits, internship, study tours, industrial visits and project work are mandatory for some of the courses and help the students to sharpen their understanding of the specific topics.

The intercollegiate events organized by own college or surrounding colleges are published on the Notice Boards and WhatsApp Groups. The students are encouraged from time to time to participate in various inter-collegiate events. Teachers are assigned duties to accompany the students for some competitions.

At the end of the academic year activities/ events reports are prepared and kept on records of IQAC for further reference.

File Description	Document
Link for Additional information	View Document

1.1.3

Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Response: B. Any 3 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

1.2 Academic Flexibility

1.2.1

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

Response: 100

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

Response: 03

File Description	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: 10

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

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

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	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: 4.32

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

2020-21	2019-20	2018-19	2017-18	2016-17
47	94	44	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:

College offers courses as per the guidelines of the University of Mumbai. At first and second year levels there are courses such as Foundation Course, Environmental Studies, Business Communication and Green Computing which are related to Gender, Environment and Sustainability, Human Values and Professional Ethics.

The objective of Human Values & Professional Ethics is to understand the moral values that ought to guide the Management profession, resolve the moral issues in the profession, to justify the moral judgment concerning the profession, intended to develop a set of beliefs, attitudes, habits that learners should display concerning morality, to create an awareness on Management Ethics and Human Values.

- **Human Values:-** Values are our core principles for our success framework of what is acceptable. Human action depends on the characters that define the identity, the values and the belief. Human values indulged in FYBcom -Foundation Course in sem I & II, FYBMS-Foundation Course sem I&II and FYBMS-FHS sem I include morality, integrity, peaceful life, respect for others, honesty (Truthfulness and trustworthiness), caring, kindness, courage, sharing, time management, self-confidence, commitment, spirituality and service-learning a teaching method that combines community-based learning with academic instruction as it focuses on critical, reflective thinking and civic responsibility.
- **Professional Ethics:-** The standards and guidelines adopted by professionals is called Professional Ethics. Ethics is an activity which concerns the investigation of moral values in moral matters. As for the students, they should have both an ethical and a social responsibility towards themselves, their subordinates and their society. FYBcom-Business Communication Sem I&II, FYBMS-Business Communication sem I & II and FYBSCIT-Communication Skills- Sem I of Commerce, Management, IT syllabus includes knowledge of professional values, business ethical practices in organizations, social responsibility of management and code of conduct, etc., to develop professional ethics among the students. The curriculum of languages develops the communicative skills and professionalism among students.
- **Gender:-** There is co-education in our institution. Boys and girls have equal rights and opportunities in all areas in relation to sustainable development to be achieved. Gender equality is nurtured in every step of policy activities
- **Environment and Sustainability:-** There is a compulsory course Environmental Studies for

B.Com, and BMS Second year students in sem IV. The students get awareness about the changes in environment, global warming, water conservation, environment pollution and protection etc. The B.Sc-IT students in second semester learn about green computing and how the technology impacts the environment. Solar Panelis installed as a secondary source of energy and LED lights are fixed in the entire campus.

- **NSS:** Through NSS activities like tree plantation, blood donation, Thalassemia checking, cleanliness, aids awareness, residential campsite. Students get to know the society and its environment well for a proactive social role for environment and sustainability.
- **Career Guidance and Counseling:** Activities like aptitude tests, resume writing, interview and Group Discussion arranged by the respective committee and guest lectures are organised.
- **Women Development Cell:** conducts activities like Cyber sakhi, self defence and zero base investment.

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

1.3.2

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

Response: 7.27

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	11	8

File Description	Document
Institutional data in prescribed format	View Document

1.3.3

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

Response: 61.95

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

Response: 490

File Description	Document
Institutional data in prescribed format	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

1.4.2

Feedback process of the Institution may be classified as follows:

Options:

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

Response: C. Feedback collected and analysed

File Description	Document
Upload any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Average Enrolment percentage (Average of last five years)

Response: 26.28

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

2020-21	2019-20	2018-19	2017-18	2016-17
238	371	300	388	595

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1440	1440	1440	1440	1440

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: 105.76

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

2020-21	2019-20	2018-19	2017-18	2016-17
78	64	98	147	237

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

2.2 Catering to Student Diversity

2.2.1

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

Response:

The students from the State and CBSE boards from within and out of Maharashtra state take admission in our college. Consequently, their competence levels vary. We have continual assessment components that include Class Assignments, Departmental activities, Internal and External Evaluations, Class Tests, Projects, Internships, that enable assessment of the learning levels of; students. In addition, teacher-student interactions, question-answer sessions help in the identification of different levels of learners. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Efforts are taken to cater to the needs of advanced and slow learners.

Assessment of the Advanced Learners and Slow Learners

- Before the commencement of the regular syllabus of any course, the teachers interact with the learners to know their background related to the subject stream and medium of education. They discuss the interests and aspirations of the students towards the present programme and their learning needs.
- When teachers go to classes at the beginning of the year, they brief students about the subject and the content they will study. They conduct question-answer sessions on the basic concepts of the respective subject to gauge the students' level of knowledge. Faculty come to know about the ability of the students, concept clarity, language proficiency etc. They identify slow learners and fast learners and guide them according to their needs. Notes are provided to slow learners while extra practice is given to fast learners.
- Students' language proficiency, regularity, attentiveness, participation in class activities etc. are evaluated during regular teaching.
- Learners are also assessed on their social skills and initiatives in departmental activities.
- Students' performances in the internal and external evaluations provide another way of evaluating learner levels.

Measures to encourage advanced learners

- Advanced Learners are encouraged to participate in various programs, seminars, competitions, research project competitions organized on the campus and off the campus.
- Students are encouraged to organize exhibitions, cultural and curricular activities. Students are assisted to attend seminars and conferences and present posters.

- The students are encouraged to access additional study materials from N-LIST and other digital resources, apart from the collection of books available in the college library.
- Web-based projects are given to the learners and they are informed to go through various websites and reference books for their advanced knowledge.

Measures to support relatively Slow learners:

- Remedial Coaching is given to help them prepare for remedial exams.
- Special Guidance and Subject-related guidance is provided to clear their fundamental concepts.
- Class notes, text and reference books are provided for additional reading.
- Under the Mentor-Mentee system, students are given the facility to interact with the faculty one-on-one to clear their basic technical concepts. The mentors provide counselling to their mentees to promote their understanding and ensure academic progress.

File Description	Document
Upload any additional information	View Document

2.2.2

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

Response: 65.92

2.3 Teaching- Learning Process

2.3.1

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

Response:

The college has made provision in the structure of all programmes to give students experiential and participative learning experience. We make use of such student-centric methods to stimulate thinking, reasoning, and application of concepts.

Experiential learning

Methods adopted to provide experiential learning to the students are:

- Teaching juniors: The third-year B. Sc. IT students teach juniors and gain experience in teaching.
- Robotics: Students of B. Sc. IT makes robots. This trains them in applying theoretical learning in real-world applications.
- Workshops: Workshops are conducted on Python programming and Mobile programming.
- Events: Students organise various extra and co-curricular events like IT games and quizzes that

develop their leadership and management skills.

- **Industrial visits:** Industrial visits are arranged for the students of BMS and B. Sc. IT. We organize visits to SEBI to enhance the financial knowledge of the students. This gives them knowledge of the working environment.
- **Guest lectures:** We invite guest lecturers from the industry or subject experts from other colleges to guide the students. Students gain knowledge of the current market or industry requirements.

Participative learning

Methods adopted to provide participative learning to the students are:

- **Flip classroom concept:** The students are assigned a few topics that they read at home and discuss in the classroom. They think reflectively and conceptualize ideas.
- **Projects:** Projects are allotted to the students as a group activity. The students share their projects with the entire class.
- **Group Discussions:** Group discussions are held. The students think, debate and gain confidence.
- **PowerPoint presentations:** The students prepare a PowerPoint presentation explaining the assigned topic in the classroom. This enhances their presentation skills and confidence.

Plantation of trees:

Students' Participation in Tree Planting Activity

- The students and faculty of Niranjana Majithia college organised a tree plantation programme (20-1-21) intending to create awareness among the students to protect and conserve the environment.

Quiz Competitions: The students discuss with their team and share their knowledge with other students. They learn the importance of teamwork and enhance their subject knowledge.

Problem-solving methodologies

College Departments provide students with tasks that develop their problem-solving skills. They are nurtured to solve problems using innovative ideas. The following methodologies are employed:

Completing tasks: The students learn to break a big task into small actionable steps.

Critical thinking: The students are trained to analyse a fact from all perspectives.

Case studies: We present Case Studies to train the students in critical thinking, and teach them methods to resolve specific problems.

Other Methods

- Logo designing
- Earn and learn program arranged for one week for the students to exhibit marketing skills.
- Working on cashless Trading.
- Research methodology workshops.

- Lectures on Personality development.
- Value added courses and soft skills development programs.
- Designing Application software.

File Description	Document
Upload any additional information	View Document

2.3.2

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

Response:

The college is providing numerous ICT tools to facilitate technology-based learning as internet facilities are made available in the entire campus with smartboard, laptops and desktops.. Due to the outbreak of Covid 19, it became compulsory for the teachers to conduct lectures online and use different ICT tools but pre covid period also faculties were using different ICT tools. Teachers use ICT enabled tools for effective teaching-learning processes. They use Projectors, Smart classroom, Google classroom, Zoom, Google Meet, Mentimeter, Quiz.com, WhatsApp group, College website etc. as tools for raising educational quality, including promoting the shift to a learner-centered environment.

Projectors

The teachers use projectors to add visual learning, increase the efficiency of class time by saving the time used to write things on board. It creates a better and interesting learning experience for the students. It helps retention of information by increasing the focus of students and also enabling organised note-taking

Smart classroom

In smart classroom, teachers use smart technology elements like graphs, images, charts, video-clippings, presentations that are highly effective in making students grasp the subject faster. The students learn effectively through audio visual lectures and retains more information. In smart classes, students have access to a plethora of online resources of knowledge. Teachers guide them to use these resources effectively. They also provide online material to the students which they can download for future references. This saves time and effort for students as they need not take notes.

Google Classroom /Edmodo

The teachers use Google classroom and Edmodo to manage and post course-related information- learning material, quizzes, lab submissions and evaluations, assignments, projects etc. Students submit their assignments, projects, answer sheets etc. on Google classroom.

Zoom meeting/Google Meet

The teachers use Zoom Cloud Meetings for taking online lectures. This has been very useful for teachers

and students during the pandemic. Besides, the college organized a virtual Parent Teacher Meeting (PTM) on Zoom for discussing the performance of students.

College website

The college website is a valuable source of information. On the college website, education-related information is regularly uploaded. Exam timetables, activity reports are displayed on the college website.

Social Media

Various Social media is also one of the platforms of e-learning that supports 24*7 for knowledge sharing and effective communication between students and teachers. The college creates class-wise WhatsApp groups, telegram, Instagram to share study material and other information.

File Description	Document
Upload any additional information	View Document

2.3.3

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

Response: 71.91

2.3.3.1 Number of mentors ?????????????? ???????

Response: 11

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	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: 100.83

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document

2.4.2

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

Response: 7.84

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

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

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

2.4.3

Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 0.73

2.4.3.1 Total experience of full-time teachers

Response: 8.75

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

2.5 Evaluation Process and Reforms**2.5.1**

Mechanism of internal assessment is transparent and robust in terms of frequency and mode**Response:**

The mechanism of internal assessment is transparent and robust. The college Website provides information about the evaluation system. Mumbai University has switched to Credit Based Semester and Grading System and allows the transfer of credits. Moderation of answer sheet, revaluation & verification of marks is done as per the university rules. Since the academic year 2013-14, the University has changed the ratio of external exam and internal assessment from 60:40 to 75:25. In some self-finance programs, an option of project work is given in place of a written internal test. The University has taken over the conduct of the first-year examination across the programs through the Digital Exam Paper Delivery System (DEPDS). The weightages of formative and summative assessments under the present evaluation system are as under-

75%: summative assessment which includes a written exam at the end of each semester.

25%: formative assessment. Further, this is distributed as 80% for the internal test, projects and assignments and 20% for classroom interaction and conduct.

In case of conventional B. Com Program, the evaluation is revised with 100% summative for the first-year students since the year 2016-17. This has been implemented for the second and third-year students from the year 2017- 18 and 2018-19 respectively. The formative and summative assessments have increased the students' participation in classroom discussions, projects and activities.

Transparency initiatives at the college level:

The examination committee strictly adheres to the rules and regulations of the University for conducting exams, assessment of answer sheets and declaration of results. The college notifies evaluation process and the criteria for allocation of term work marks on the notice board and the website for the students. This includes distribution of marks and schedule of internal evaluation and university evaluation. The college has provision for a separate exam room, dedicated computers with internet for receiving electronic question papers, CCTV, printer and advanced copiers for fast printing. This ensures that the exam management process is implemented effectively. Adhering to DEPDS, the college has upgraded the speed of internet for a fast download of digital question papers from the University. The college has upgraded the software for the declaration of results and calculation of credit points. Departmental meetings and staff meetings are conducted regularly to ensure effective communication and implementation of the evaluation reforms of the university and those initiated by the institution.

The question papers and answer sheets for the first and second-year students are set as well as assessed by the subject teachers at the college level in the Centralized Assessment Program (CAP) Center of the College. For the third-year students, the question papers are set by the University and the answer sheets are assessed using online software provided by the University of Mumbai. The College has a mechanism for reassessment, revaluation and providing photocopies of the assessed answer sheets to the first and second-year students as per the direction of the University. The third-year students have to apply directly to the University for the same. College ensures timely declaration of the results.

2.5.2

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

Response:

Grievances regarding internal evaluation are redressed at the college level through-Examination Committee, Unfair means Inquiry Committee and Grievance Redressal Committee.

The college strictly follows the guidelines issued by the University of Mumbai for conducting the internal examinations and dealing with examination-related grievances.

The timetable of the exam is prepared and communicated to the students well in advance. In case of unfair means like copying the answers by any student, the Unfair Means Committee looks into the matter. It presents its report to the Principal for speedy redressal. Any grievance related to a question paper like an out of syllabus question, an unclear questions etc. are solved by the respective Head of the Department. External moderators are appointed for the moderation of answer sheets. Department-wise mark lists are prepared at the end of every semester, and mark list copies are sent to the Principal office and the respective Departments. Results are declared timely. Students are allowed to apply for the revaluation and verification of marks within seven days from the date of declaration of results. Photocopy of the assessed answer sheet is given in case of verification of marks. Parent-Teacher Meet (PTM) is conducted by the college once in a semester. In PTM, the parents are informed about the performance of their children. A parent can raise any query or doubt regarding the internal examination process and get it clarified immediately.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes**2.6.1**

Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

The college delivers the curriculum of the University of Mumbai. The college has clearly defined the learning outcomes of the academic programmes offered by it. We communicate- the programme outcomes, programme specific outcomes and course outcomes of the programmes offered by the college- to the students and teachers and display them on the college website.

We conduct an orientation programme for the first year students in which we acquaint them with various courses of each semester and their learning objectives and outcomes.

Programme outcomes are derived from the programme objectives. The teaching-learning methodologies and assessment strategies are geared towards achieving the intended learning outcomes. Course outcome is shared with the students during the first or second lecture and the same is shared in the social media class group by the course faculty. Program outcome is discussed with the head of department by the Principal and the same is conveyed by the head of department to their department faculties that is discussed with the students during the lecture.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Upload any additional information	View Document

2.6.2

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

Response:

The college has a well-devised system for measuring the level of attainment of the outcomes. The evaluation of the students is an ongoing process. The teachers notice and facilitate the progress of students every day. Program-specific outcomes are measured through both academic and non-academic performances of the students. Student-teacher interaction in the classroom gives the teacher a fair idea of the level of a student. Students' language proficiency, regularity, attentiveness, participation in class activities etc. are evaluated during regular teaching. The performance of students in the internal and external examinations gives a precise idea of their learning.

The external moderators evaluating the answer sheets give their comments on the performance of the students. The performance of students in the practical and assignments, their role in departmental activities, participation in co-curricular activities serve as the indicators for measuring the course outcome. The faculty appraise the awareness of cross cutting issues, the soft skills of the students and their behavior to evaluate the course outcome on these issues. Google Classroom, PPT, MCQs, home assignments, unit tests and university assessment helps substantially in evaluating the learning outcomes. Lectures on career counselling and soft skills play a crucial role in the personality development of the students. To evaluate the outcomes of the above programmes, activities are planned.

IQAC takes regular feedback from the faculty and students on the syllabus and execution of various programmes. Alumni feedback is sought to evaluate whether students can practically apply the knowledge. Academic Audit is done to discern the programme and course outcomes.

File Description	Document
Upload any additional information	View Document

2.6.3**Average pass percentage of Students during last five years****Response:** 80.48**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
216	259	211	258	223

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

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	331

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.62

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 in the institution during the last five years (INR in Lakhs)

Response: 0.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	.40	0	0	0

File Description

Document

Institutional data in prescribed format

[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 departments having Research projects funded by government and non government agencies during the last five years

Response: 6.67

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

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

3.1.2.2 Number of departments offering academic programmes

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

File Description	Document
Institutional data in prescribed format	View Document

3.1.3

Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 21

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
13	2	5	1	0

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards

3.2.1

Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 1.73

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	31	1	0

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

3.2.2

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

Response: 0.58

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

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

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

3.3 Extension Activities

3.3.1

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:

Esplanade Education Society's Niranjana Majithia College of Commerce has the vision to provide holistic education to our students. Towards accomplishing this vision, the college has 2 NSS units & DLLE that render social and community services. These initiatives sensitize students to social issues and facilitate their intellectual, social and emotional development. The following extension and outreach activities are being conducted every year:

Activity- Impact of on students during the last 5 years

I. Pertaining to environment

- Tree Plantation Manori: Students got aware of the role of trees play in purifying the air, soil

conservation and as a natural resource.(8 times in the last 5 years)

- Swachhta Abhiyaan (cleaning the beaches and adopted area): The students learned the importance of cleanliness in controlling pollution and promoting aesthetics.(13 times in the last 5 years)

II. Pertaining to Public Health

- Blood Donation Camps(in association with JJ Mahanagar): The students did a selfless act by donating their blood and made people aware of the need for blood donation that was conducted five times in five years.
- Malaria and Dengue Awareness Rally: The students learned and explained to the people how to control mosquito-transmitted diseases that was conducted twice in five years.
- HIV/AIDS and Hepatitis-: The students gained and disseminated knowledge about AIDS and dispelled myths about it through Street plays that was conducted every year.
- Rally for Awareness of Covid-19: Students created awareness about the Covid-19 in the adopted area by distributing masks and sanitizers that was conducted twice in five years.

III. Pertaining to traffic

- Road Safety Campaign-road show and rally: The students learned the traffic rules and warned people about the common mistakes that lead to road accidents that was conducted every year.
- Crowd Management: Our NSS Students helped the police in managing the crowd during the immersion of the Ganesh idols that was conducted thrice in five years.

IV. Pertaining to social issues

- Peace Rally: The students made banners and slogans. They used their creativity to spread the message of peace and harmony on the birth anniversary of Mahatma Gandhi.
- Social connect (cleaning Manori temple and diyas): Students cleaned the temples in Manori and the diyas used in poornima every year in last five years.
- Donations (to the orphanage at Bhatane and old age home Shantidham): Every year in five years the students donated old clothes and food packets. They became aware of problems of underprivileged and also realized the joy of giving.

V. Pertaining to festivals and days

- Rakshabandhan Celebrations (with NDRF team): Every year students tied rakhis to NDRF officers and thanked them for their selfless work during disasters.
- Yoga Day Celebration: Every year students celebrated this day and tried to convey message to adopt yoga in their day to day lives.
- Independence Day and Republic Day Celebrations: Every year students celebrated these historic days and remembered our martyrs. This enhanced patriotic feelings among the students.
- Guru Purnima Celebration (at Manori): This nurtured an attitude of gratitude in the students for their teachers. They acknowledged the influence of teachers in their personal and professional growth, this was conducted twice in five years.

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

3.3.2

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

Response: 15

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	5	2	2

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

3.3.3

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

Response: 172

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

2020-21	2019-20	2018-19	2017-18	2016-17
28	50	41	19	34

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document

3.3.4

Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 78.37

3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
670	589	588	866	1241

File Description	Document
Institutional data in prescribed format	View Document

3.4 Collaboration**3.4.1**

The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 3

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

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

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document

3.4.2

Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 7

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	2	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

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

Response:

The college was established on 3rd August 2004. The campus has an area of 1734.90 Sq. meters with a built up area of 1557.28 Sq. meters and the height of the building is 19.35 meters. College campus is a well maintained clean and green campus for healthy surroundings. The Institute has adequate facilities and infrastructure to cater to the needs of the demands of students. Vehicle parking available for staff. As per our intake capacity students enrolled from First Year to Third Year of B.Com, BMS and B.Sc-IT accordingly the classrooms have been allotted for students.

The college Campus has well-ventillated 19 classrooms installed with CCTV Camera (total 73 cameras) with proper electrical lighting, additional fixtures in all classrooms include chalkboards and 14 LCD projectors with projector screen. Projector screens are permanently installed that are used for PowerPoint presentations, viewing of movie clips etc. The college has also provided facility of Smart board in two classrooms.

There are 3 Computer Labs with total 50 number of computers with the recent configuration as per the requirement of the syllabus, 1 Electronic Lab for B.Sc-IT practicals, 1 Conference Room each 500 Square feet of area and 1 Multipurpose Hall (Seminar Hall) of 700 Square ft. area.

All the classrooms, Computer labs and offices are well equipped with 19 Window AC and 16 split Air conditioner. Adequate computer equipment, internet connectivity and projectors to support practical sessions and hands on training are available. In addition, the college provides open source access to software packages such as Packet Tracer, QGIS, Star UML, Xamp server, Idle (Python), State UML, R.Studio, Power BI, Net Bean IDE. The campus is Wi-Fi enabled for the benefit of students and faculty.

The well-stocked College Library has a total area of 1000 square feet. with Book Bank facility and reading room available for students. Library is air-conditioned, Wi-Fi enabled, Online Public Access Catalogue, Barcode Processing System. Computer access available for students and faculty with facility to access e-journals through N-LIST.

The Administrative Block of the college consists of the Management Room, Principal's Office, the Accounts Office with LAN Internet connection, wifi, Xerox machine, 4 Color and 13 laser printer, Scanner, Spiral Binding Machine, ID printer, E-waste, First-Aid kits available in the office.

The Multi-Purpose Hall with an Auditorium with capacity of 80 students with two split AC, Sound system, Mike, Projectors where Academic events like conferences, workshops, seminars, talks etc. and student activities are hosted. Additional facilities for sports, co-curricular and extra-curricular activities are provided.

Necessary facilities are made available for physically challenged students. The college has well defined spaces for academics, administrative, co-curricular activities, counselling room, canteen, girls and boys common rooms, Canteen, Gymkhana. Conference Room, IQAC, NSS, DLLE, Sports Rooms provided with computer, printer and Internet facility. Staff room available for staff with computer with internet facility, Printer, Microwave, Water dispenser, Refrigerator.

Regular review taken for infrastructure facility as management keen to provide or upgrade facility whenever it is required.

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

4.1.2

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

Response:

The college integrates sports and extra-curricular activities as essential components for overall development of students. It provides adequate facilities for cultural activities, indoor and outdoor sports for students and faculty.

A spacious fully equipped and air-conditioned Multipurpose Hall, Common Room, College Campus available for the students to organize and participate in co-curricular and cultural activities. The Multipurpose hall has an area of 700 Sq. Ft. with a seating capacity of 80 persons and can be extended as per requirement. Hall provides a sound system with six speakers, 2 amplifiers, two cordless mike, one collar mike, adjustable mike in the podium, projector, projector screen and two split air conditioners. The college provides an outdoor, vibrant space for various exhibitions and festivals. It has been an active space used for cultural activities like music, Dance, street plays etc.

Physical education teacher of the college coordinates with teachers and students related to sports activities as sports facilities are accessible to staff members and students throughout the year. The college organizes Annual Sports meet at Poisur Gymkhana every year to encourage students participation in sports activities and Annual Day where students are encouraged to take part in various cultural events.

Outdoor games: The students play games like football, Skating, Cricket, Box cricket, Kho-kho, Kabaddi, Badminton, Table tennis, weight lifting, Volleyball, Rink football, Athletic games, Short put, Disc Throw, Relay, Gun shooting and Marathon.

Indoor games: The indoor game room is 750 Sq. Ft The facilities for Carom, Chess, Pool Table, Table tennis are available to the students and staff of the college.

Gym: College has a 742 Sq. Ft well-equipped gym area with tequipment: Pec Fly with Rear Delt, Lat pulldown, Smith machine, 45 Degree leg peg press, Adjustable Bench & Decline Bench, Bent over Row “T” Bar, Hyperextension, Weight Plate rack, Treadmill-Semi and Spine bike commercial, Electronic Weighing machine 200KG capacity, Barbell Bar 6ft & 7ft., Rubberized Dumbbells, Rubberized Weight plate.

Cultural Activities: College Organises Intercollegiate event “MANAN Fest” every year and the Institute has provided the facility for the students to take active part in the cultural activities in the campus. There is a provision in the seminar hall where students can practice for their events like dance, songs, drama. Besides, students organize various cultural programmes during the annual College week every year which also includes Annual Freshers’s Meet, farewell to outgoing students and other cultural Programmes which add enthusiasm and colours to the college campus. Musical instruments Harmonium, dafli, Tutari (2 Nos.), Tasha Drum, Base Drum (2 Nos.), Snare Drum (2 Nos.), Lazim for NSS and cultural events..

College appoints choreographers for students to encourage students to participate in Annual day and Intercollegiate fest. College also provides financial support for cultural, sports and extracurricular activities like paying charges for event entries, costumes, travelling and food expenses of the students.

Other departments organize Yoga and Stress management workshops for the students and faculties physical and mental development.

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: 50

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 10

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4

Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**Response:** 0**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

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

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)**4.2 Library as a Learning Resource****4.2.1****Library is automated using Integrated Library Management System (ILMS)****Response:**

Library is an Information Centre that acts as a heart of Higher Education Institution which enhances knowledge of the students and the faculties. The Library Is located on the first floor which is well-ventilated , air conditioned and facilitated with cameras. The Area of the library is 1000 sq.ft and a reading room of 265 sq. ft.

The Library is partially automated with E-granthalaya software, version eG3 Riv. No 32 (Open Source Software). This is used for Acquisition, cataloguing, Circulation, Procurement of books, Serial control modules and OPAC. E-granthalaya was developed by National Informatics Centre (NIC) Government of India, New Delhi. All the library documents are bar-coded and books are issued to users by reading the barcode of the document.

Name of ILMS software : e-Granthalaya Rev. No 32,

Nature of automation (Fully or Partially) : Partially

Version- : Rev. No 32,

Year of Automation : 2018-19

Features of e-granthalaya

- E-Granthalaya ver Rev. No 32 : Library Software
- E-Granthalaya is an absolute user - friendly software.

It is a simplified package, which requires minimum user interaction and features interactive data handling for storing backup etc.

- E-granthalaya is an easy and effective maintenance system for books, members etc. It contains the best circulation system. The system finds the status of books or members automatically and allows the circulation process accordingly.
- It contains an enhanced but simplified search facility and can locate books and members quickly through OPAC.
- Cataloguing module, this helps for catalogue books, serial publications.
- SCE ILMS provides statistical analysis required for library management system such as weekly transitions, most issued items, less issued items, most book borrowed user etc.,
- Acquisition modules is utilized for generating accession register reports, adding student record, updating item lending policy and its status
- Web link for e-Granthalaya:- <http://e-granthalaya.nic.in>
- Library OPAC :- <http://library-pc/opac>
- Web link for N.LIST :- <http://nlist.inflibnet.ac.in/>
- Copies :- 7258
- Title :- 1927
- Access of the Materials:- The Library Follows Open access for All Students and Staff

USE :- All the material of the library is usable as follows

Only in the Library, (On I Card)

- General Reference Books Like Encyclopaedias, Dictionaries
- News papers
- Magazine & Journals
- Question Papers

Outside of Library (On Library Card)

- Text Books
- Subject Reference Book
- Literature

Various facilities Available in the Library

- The Library has 4 Computers, two computer for the Staff Including Main Server and One computer is for the students for their project and research work and One computer is for OPAC
- Free Internet Facility :- All these computer have the Internet Facility, even students have been given the internet Facility
- Bar Coding: - All the Books are bar-coded and Barcode Reader is available in the library.
- Granth Parichay (our own library books are displayed on Various themes)
- Book Bank Facility for Economically Backward Class Students.
- Availability of Past Examination Question Papers.
- CD Collection
- OPAC

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
Institutional data in prescribed format(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:** 0.73**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0.12	2.08	0.41	1.03

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)

Audited statements of accounts

[View Document](#)**4.2.4****Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year****Response:** 4.73**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 38

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 adequate IT Facilities which includes a total of 78 computers including two laptops out of which 70 Computers are used for Academic purpose. The available bandwidth of two internet connections in the Institution are 200 MBPS ION (Devoice) and Fantasy cable services 100 MBPS that

is renewed yearly. Wi-Fi facility was updated from MTNL to ION & Fantasy Cable service for availing smooth, steady and fast connectivity in all areas of College premises.

There are three Computer Lab having overall 50 computers and 4 computers in the library. The password on the respective floor for Wi-Fi is made available to the staff. Computing and internet facilities are available to all teachers and students on the campus. The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning. To make the learning process more effective, various innovative methods are used by the teachers. This includes giving group assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students.

For the smooth functioning of all the sections like NSS, DLLE, Sports, IQAC, Accounts, Principal, Management, Fees Counter, Examination Room, Counselling Room, Conference room, reception, Staff Room computers are facilitated with internet and Printers.

Following are freewares that are installed in the computer lab for teaching purpose-

Open source access to software packages Packet Tracer, QGIS, Star UML, Xamp server, Idle (Python), State UML, R.Studio, Power BI, Net Bean IDE. The campus is Wi-Fi enabled for the benefit of students and faculty.

Library is using E-granthalaya software, version e G3 Riv. No 32 (Open Source Software). This is used for acquisition, cataloguing, circulation, procurement of books, Serial control modules and OPAC. All the library documents are bar-coded and books are issued to users by reading the barcode of the document.

Besides the academic softwares following are few softwares for administrative purpose -Examination Software (RESO -Result Software),Testmoz for online assessment, Anti-Virus System - Quick Heal Total Security (20 User), Tally-ERP 9.0, Biometric Machine for Staff Attendance, Plagiarism-X Checker Software.

The college is facilitated with 14 LCD projectors, 3 in the computer Lab, 1 in the Principal room, 1 in the Seminar Hall. 1 in the Conference Room and the rest are used in the classrooms. Smart board is installed in two classrooms for teaching the learning process. There are 4 color and 13 Laser printers available in the campus.

The institution website <https://www.eesmajithia.edu.in> regularly updated to showcase the new noteworthy features about the institution. Website updating AMC is given to White code Company.

4.3.2

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

Response: 11.3

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

4.3.3

Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 21.04

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

2020-21	2019-20	2018-19	2017-18	2016-17
2.37	57.64	3.37	2.75	2.17

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.4.2

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

Response:

The college implements a well planned system for smooth functioning of the Institution as the Principal along with IQAC, Head of the Department and other committees prepare Standard of Procedure and guideline and accordingly frame policies. There are in place different committees to look into maintenance and other infrastructural facilities.

- **Library Committee**

The library has a committee with a Librarian as convener and faculty members appointed as members of the committee by the Principal. This committee meets to discuss the function, requirements, utilization of resources, distribution of funds and other matters pertaining to the library.

- **Infrastructural Guidelines and policies (For use, repair and maintenance)**

Use of classrooms: Classrooms are allotted to the students as per their class, division and program. The College also has a separate classroom with ICT enabled, well-functioning and well maintained. Servicing of Class Projector Lense and Filter is done as and when required. A team of efficient supporting staff is responsible for keeping the college premises clean as they are assigned duty in each classroom for cleaning.

Students are required to use furniture and fixtures in a responsible manner. They are not permitted to sit on the wooden table and window slide. Students have to make sure to switch off the LCD projector, lights and fan every time they vacate the classroom.

- **Use of Mobile Phones in College Premises:**

Students are permitted to use mobile phones only in the lobby on the ground floor, the common room, wash room at any time during the day; phones may also be used in other places during the break. There is a fine of Rs 100/- for mobile usage in the classroom during class, Phones are to be kept in silent mode and placed in the bag during class hours. Students are permitted to charge their phones only in the common room. Students are responsible for the safekeeping of their mobile phones.

- **Use of Seminar Hall (Multipurpose Hall) :**

Institute has maintained a fully equipped seminar hall with a seating capacity of 80 and equipped with Audio visual facilities like projector, projector screen and sound systems. Besides conducting the Lectures, Workshops, Conferences and Seminars by the College, Seminar Hall is being utilized for various functions/activities. Seminar Hall also hosts various academic activities, extension lectures, educational and training programs for the students and faculty. If the Department conducting any such activity in seminar hall has to take approval prior two days of programme from the Principal and see all the arrangements before one day of the programme.

Use of Computer Laboratories:

Students are allowed to use the computer lab as per the timetable and in the presence of the faculty. The B.Sc-IT students are mostly using the computer lab as their syllabus consists of more practical courses.

Sports :

A Sports Incharge is faculty members from the Department of Physical Education and he monitors maintenance of sports infrastructure. The Gymkhana for Indoor games and Gym area which are cleaned regularly. The Gymnasium has Fitness equipment in perfect working condition. Some of the equipment is under warranty. The College has a cupboard in the sport's room to store sports equipment. A sports room has also been established for conducting official work related to sports.

Waste Disposal :

The College is following the BMC Rule to use wet and dry garbage bins. Two big garbage bins are used for dry and wet garbage. E-waste management is done effectively and the MOU of E-Waste is maintained.

Other infrastructure:

The maintenance required for equipment /installations/ repair/ servicing /annual maintenance and other infrastructural facilities are reported in the maintenance book. There is a dead stock register maintained where non-functional equipment is mentioned.

Electricity-Electrician visits the college whenever required for ensuring safety. All complaints of students and staff are reported with respect to electricity and electrical fixtures. In case of any problems encountered it is reported by the concerned support staff to the management representative who looks into the matter.

Water- Three water tanks are available out of which one is underground and the others (two) overhead on the terrace with capacity for storing 40,000 liters MCGM water. Annual cleaning of water tanks is done by a professional agency, Water purifiers are installed in the ground floor and third floor near the drinking water facility for the students.

Fire extinguisher- Fire extinguishers of 5 kg each are placed on the ground floor near the meter room, 1st floor near the library, 3rd floor near the staff room and two extinguishers of 2 kg each are placed in the canteen. Every year they are refilled by M/s. Jyoti Fire. They have trained our staff on how to use them in case of an emergency. The College support staff have been trained to act during emergency situations.

The institution has done Annual Maintenance Contract (AMC) for computers, laptops, CCTVs, EPABX system, air conditioners, water purifiers, fire extinguishers and water tank cleaning.

File Description	Document
Upload any 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: 0.74

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	11	1	5	5

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[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: 0.92

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

2020-21	2019-20	2018-19	2017-18	2016-17
26	5	5	2	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	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: B. 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	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: 17.09

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

2020-21	2019-20	2018-19	2017-18	2016-17
172	54	445	77	0

File Description	Document
Institutional data in prescribed format	View Document

5.1.5

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

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

Response: C. 2 of the above

File Description	Document
Upload any additional information	View Document

5.2 Student Progression

5.2.1

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

Response: 0

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

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

File Description	Document
Institutional data in prescribed format	View Document

5.2.2

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

Response: 629.36

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 1479

File Description	Document
Institutional data in prescribed format	View Document

5.2.3

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

Response: 0

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

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

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

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

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	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: 11

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	3	4

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

5.3.2

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

Response:

College has an open arm policy of Inclusion for students in all its Verticals and Horizontals. The inclusion from classroom to college level. We encourage the module for future leadership.

The college has various committees for the representation of students in the academic and extracurricular activities and also in the administrative bodies. There are various committees that the students can join and represent. We continually listen to and engage with students to improve teaching, learning, assessment and academic services as well as extracurricular activities.

Class Representatives: All classes have class representatives (CR) selected by the respective class teachers. A class representative acts as a link between the teachers and students of his/her class. If any student has any suggestion or grievance, he/she can convey it to a teacher via the CR.

Co-curricular Committees: Various committees and clubs organize and manage co-curricular activities. Co-curricular committees like the cultural committee, research cell, Student council committee, language house, Sports and NSS, Nature and adventure club are active and organize different activities. The cultural committee organizes and manages the Annual day.

The faculty conducts an election in which the students select their forum representative. The forum representative serves as an effective link for communication between staff and students.

Organization of Special Events: The class representatives organize events under the able guidance of class teachers, with the help and cooperation of their fellow classmates. These class representatives encourage and motivate other students to participate in student-oriented programmes such as Blood donation camp, Freshers' welcome, Republic Day, Independence Day, Voters Day, Yoga Day, Environment Day, etc. They assist teachers in organizing sports and cultural events, competitions, tree plantations in the college. They play an important role in making such events successful. They also maintain discipline in the college by encouraging students to follow the rules and regulations of the college. NSS students help in the beautification of the college.

College-level committees: The students' representatives also play a vital role in various Institute-level committees like the college women development cell, College Development Committee, Students

Council and Internal Quality Assurance Committee.

Students' involvement in academic and co-curricular activities enhances their management skills, leadership skills, communication skills, teamwork, time-management, resource management skills and leads to their holistic development.

Involving the students in various administrative bodies has made them more responsible and strengthened their bonding with the institute.

File Description	Document
Upload any 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: 7.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
05	07	09	06	11

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	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:

The college has a registered "Niranjana Majithia Alumni". (ex-Students Association) Registration No. 1607/2019 under the societies Registration Act, 1860, Mumbai.

First online Alumni meet was organised on 5th June 2020 by Alumni Association of Niranjana Majithia College of Commerce..The objective was to interact with alumni, motivating them to join membership and plan future events.

The alumni activities are taking momentum. As of today 44 students have become life members of alumni and efforts are on to register more members. Some ex-students also visit the college when there are major functions like Annual Day, Teachers day. Enthusiasm of some ex-students is visible as six alumni have donated Rs. 5000 each (Total Rs 30000 in their individual capacity) for the development of college. College is also taking initiative to strengthen the alumni as one staff member is appointed as a link between the college and alumni.

File Description	Document
Upload any additional information	View Document

5.4.2

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

Response: E. <1 Lakhs

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 Esplanade Education Society is a co-educational institution imparting education, sports, and cultural activities for the all-round development of students. The journey began in 2004 to provide quality education in the developing suburb that is 1.5 km from Kandiavali-West station. Mr. Naveen Chandra Majithia with his deep vision of serving the society and guiding force for the institution and his successor Shri Jayesh Navinchandra Majithia, the managing trustee of the institution is dedicated and committed to achieve the vision of Esplanade Education Society has received in the legacy. The Institution has been ISO 9001:2015 Certified for Quality Management System. The guidance of our managing trustee forms the basis for achieving our vision and mission.

The institution's IQAC was formed in has prepared the perspective plan for holistic development of students and makes it inclusive. It includes enhancement, automation and digitalization of the library, creating ICT enabled Classrooms, gym equipment, class rooms and seminar hall that caters the need of students.

We have a team of enthusiastic employee who works to attain the vision and mission of the institution. The coordinator and class teacher are appointed to lead the department administrative and academic activities. The Semester wise academic plan is prepared by the faculties in consonance with the regulation of the University of Mumbai aligning with academic plans as per the academic calendar that includes schedule of workshops, seminars, cultural and sports activities.

In addition to all these efforts, institution has various committees like College Development Committee(CDC), Internal Quality Assurance Cell(IQAC), Examination Committee, Admission Committee, NSS Cell and DLLE Also takes extra initiatives to inculcate the vision and mission objectives through various academic, outreach and extension activity spread throughout the year.

The college website also works as a tool for transferring information to all the stakeholder of the Institution about the rules and regulation and academic activities through notices. This way we, as an institution attempt to enrich over with great Indian value system and we have received discipline inheritance that helps students to become ready to face life challenges.

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:

Decentralization and participative management is reflective in the Institution as delegation of authority is entrusted at various levels.

For fulfillment of the college mission, the leadership strives to maintain an open and interactive environment. All stakeholders are actively encouraged to participate and air and share their opinion for effective decision making and policy formulation. A two-way communication channel between the staff and the leadership is a significant feature of the College. The Principal interacts with staff and students at formal and informal levels, at various occasions. The head of the college maintains regular and active interaction with all stakeholders during the span of an academic session.

An Case Study of decentralised and participative management can be observed in Cultural committee

The Principal forms various committees and members of each department are included as convenor or member. Decentralization and Participative Management is reflective through Cultural Committee activities:

The cultural committee is formed in the beginning of the academic year. The cultural committee is formed in such a way that each department representative is selected as a member of the committee of college. The cultural committee prepares and submits annual plan to IQAC that consists of a schedule of various intra and inter collegiate cultural programs and competitions. The responsibilities of organizing various events are shared by all the faculty members. Cultural Leader (C.L) and Assistant Contingent Leader (A.C.L) is selected by the cultural committee convener to coordinate for cultural activities with students.

All the teachers encourage students to participate in competitions and events through which they showcase their talents .The Teaching and non-teaching members are involved in the evaluation of the competitions like Arti Thali Decoration, Rangoli, Garba, Best out of Waste. Students are also involved in planning and execution of the various events.

College organizes inter college fest MANAN every year. It is organized and managed by cultural committee members and students skillfully. For cultural programme anchoring is done by students which help to develop personality, event management and leadership skills of students.

Our college teaching, non-teaching staff and students are involved in planning the Annual Day celebration. Teachers are involved in discipline duties and planning of the schedule of the events

The cultural committee displays team spirit in organizing various events. Thus the institution practices decentralization and participative management.

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:

The institution's perspective plan is effectively deployed in the institution year after year.

Automation of Library:

Library being the heart of the educational Institution is made more student and teacher friendly. More and more books, journals and periodicals are made available in the library along with provisions of internet facilities with internet enabled computers and printing facility for students. 4 computers and 1 printer with free internet browsing facility is provided in the library for the students. Free Wi-Fi facility is also provided in the library. E-question paper, e-books, reference materials and notes are provided to faculties and students.

Automation of the Library system was done with the purchase, installation and functioning of e-Granthalaya software (version eG3 Riv. No. 32 (Open Source Software). E-Granthalaya helps in library management. E-Granthalaya helps in locating the books easily and quickly which is useful for the circulation process.

Digital databases are also made available through INFLIBNET N-list that aims to provide e-resources to the faculties and students. Inlibnet provides seamless and reliable access to electronic journals and databases in various disciplines. For more information a Google Website is created by the Librarian which helps students to access educational resources anywhere anytime 24*7. Website Link: <https://sites.google.com/view/nmlibrary/home>

File Description	Document
Paste link for additional information	View Document

6.2.2

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

Response:

The Esplanade Educational Society is the governing body of the Institution with a supportive and enthusiastic Managing Trustee.

The College Development Committee (CDC) is constituted as per the Maharashtra Universities Act of 2016. The College Development Committee monitors the entire academic and administrative functioning of the college on behalf of the Governing body that is constituted with 14 members.

The Principal is the head of the institution that looks after the academic and administrative matters. In this task the Principal is assisted by the administrative office and accounts staff. The Principal appoints the Coordinator for different programs running in the Institution for smooth functioning of the department.

For regular functioning of the Institution various committees are formed with the Committee convenors appointed by the Principal. The Committee Convenors and Coordinators form the committees with members as teachers and students who plan and execute the academic and co-curricular activities of their Department.

The policies are framed after discussion and suggestions from various stakeholders. over a period of time following policies are framed and practiced-

- Institution Perspective Plan
- Staff Welfare Policy
- Divyang Student Policy
- Code of Conduct for Teaching and Non-Teaching and Students
- Code of Conduct for Students
- Staff Recruitment Policy
- College Maintenance Policy

Appointment and Service rules

Recruitment and Promotion Policies for teaching staff as per the guidelines framed by University Grants Commission (UGC), University of Mumbai and Government of Maharashtra through Director of Higher Education (DHE). The university approved advertisement for teachers post is published in the leading newspapers and the interviews are held inviting an appropriate selection committee consisting of Vice chancellor Nominee, Management Nominee and senior teachers from the surrounding colleges.

File Description	Document
Link to Organogram of the Institution webpage	View Document

6.2.3

Implementation of e-governance in areas of operation

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

Response: D. 1 of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	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:

Our college follows the principle of sharing and caring. We strongly believe that satisfied personnel are the backbone of the institution. Hence, we have undertaken various welfare measures for teaching and non-teaching staff.

Teaching Staff

- Leave is granted for career advancement (participating in Orientation/ Refresher courses/short term courses).
- Balance Casual Leave for faculties can be encashed at the end of the academic year.
- Teachers are encouraged to attend as well as present paper at various national or international conferences and workshops. Duty leave is granted to attend the same.
- Festivals such as Navratri, Diwali and Christmas are celebrated which develops the multi-ethnic culture among the staff to foster better bonding and recreation.
- Staff member are given a gift at Diwali.
- Tea or coffee is provided to staff free of charge daily.
- To acknowledge the faculties academic and research achievements, mementos are awarded to the

faculties as an appreciation

- From hygiene and health point of view water dispenser, purifier and cooler along with microwave oven and refrigerator is made available for the faculties.
- Loan facility is provided to the faculties without interest for various personal purposes like house repairs, education and medical emergencies..
- For educational support faculties can issue books from the library for their children.

Non-Teaching Staff

- Balance Casual Leave for faculties can be encashed at the end of the academic year.
- Non-teaching staffs are encouraged to attend various national or international workshops to enhance their working skills and duty leave is granted to attend the same.
- Festivals such as Navratri, Diwali and Christmas are celebrated which develops the multi-ethnic culture among the staff to foster better bonding and recreation.
- On the occasion of Diwali gift is given to all staff members.
- As a refreshment tea / coffee is provided to staff free of charge.
- From hygiene and health point of view water dispenser, purifier and cooler along with microwave oven and refrigerator is made available for the faculties.
- Interest Free Loan facility is provided to the non-teaching staffs without for various purpose like house repairs, education and medical emergencies..
- For educational support non-teaching staffs can issue books from the library for their children.
- Flexi-timings are permitted on days when staff require a short time for urgent personal work.

File Description	Document
Upload any 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: 41.35

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	16	24	7

File Description	Document
Institutional data in prescribed format(Data template)	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: 2.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	6	1	0

File Description**Document**

Upload any additional information

[View Document](#)

Institutional data in prescribed format(Data template)

[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: 28.44

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	4	4	1	0

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)

6.3.5

Institutions Performance Appraisal System for teaching and non-teaching staff**Response:**

The College is fully Self financial Institution that faces the problem of migration of the teaching staff. To retain the existing staff various measures are initiated that includes informal and formal methods to keep continuous track of teaching and learning activities. However the performance of the staff is appraised on yearly basis by various methods like increment in salary, leave sanctioned for higher studies and research.

Teaching Staff :-

Annual Confidential Report - Teachers Confidential Report is filled by the Department Coordinator and submitted to the Principal the review. The confidential report includes-

- Actual lectures engaged against the workload assigned,
- Participation in Conferences, Seminars, Research Papers presented and published.
- Active participation in Extra, Co-curricular activities for the students.
- Academic Improvements.
- Participation in Various College committees.
- Events organized in the College.
- The committees conveners submit the annual report of the activities conducted by the committee. These reports are scrutinized by the IQAC and Principal. All the observations and remarks are forwarded to the Managing Trustee for the promotion and salary increment of the teaching staff.

Non-Teaching Staff:

Annual Confidential Report - Non-Teaching Staff Confidential Report is filled by the Principal and remarks and observations are submitted to the Managing Trustee for the promotion and salary increment. The confidential report includes technical adequacy, general impression and complementary aptitude qualities other than job requirement is observed.

The informal feedback received from different stakeholders are used for promotions and rotation of the job profile in relation to administrative work and in this way performance appraisal is carried out at various levels for continuous improvement for better change.

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:

External Audit: Mr. Akash Prajapati, Chartered Accountant is appointed as Statutory Auditors of the College for the financial year 2016-2017 to 2018-2019. He is appointed in the Annual General Meeting of the Trust. After the year end and finalization of Accounts, the Statutory Auditors starts its rigorous checking. Audit related queries and doubts are sorted at the level of Cashier, Internal Auditors and Principal and then submitted to the management for approvals. The audit process is conducted in following way:- Daily Fees collections are vouched. The expenditure are audited by categorizing it as - I Revenue Expenditure II Capital Expenditure Bills and vouchers are checked. Purchase of Assets are physically checked and verified. Scholarships received and receivables from Government Department are reconciled. Bills and vouchers are audited for sanctions and authorization.

University Audit:The accounts of Payment of University Share of Examinations and other fees payments are audited by the University Authorities periodically.

NSS Audit : NSS Accounts are audited by the Chartered Accountant, which are then submitted to the University Auditors for further approval before receipt of grants.

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)

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

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)

6.4.3

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

Response:

Mobilization of funds

The main source of finance for the institution is the fees collected from the students in addition to it, college attempts to generate funds from the following ways-

- Renting out premises on holiday and vacations for centrally organized competitive exams.
- Certificate courses.
- All deficiencies are taken care of by the management

Optimal Utilization of resources

The college meets the expenditure as per the budget. The resources are allocated to various departments of the college to meet the activities planned / participation in the various colleges or inter college fest.

Conveners of various departments prepare a budget of their respective department on the authorization of the Principal. The budget is forwarded to the Principal for the approval who further forwards the budget to management for the final approval. After the budget is approved from the management, the administrative staff of the college remits the approved budget to the conveners of the departments, based on the actual expenditure.

The college incur expenses such as-

Recurring Expenses:

College bears recurring expenses such as salary to staff, academic, sports and cultural events, etc.

Infrastructural development facilities and Building construction works:

College undertakes expenses for the construction and upgradation of the infrastructural facilities in tune with the modern trends.

Seminars, Conferences and Faculty Development Programmes and other co-curricular:

The college organizes various programmes regularly that imbibe critical thinking among the participants.

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:

1. Research

Research is the backbone of Higher Education. Research cell aims to nurture research culture in the institute by promoting research in newly emerging and challenging areas of commerce and management. Research paper is an essential part of academic writing. It enables you to present your own evaluation or interpretation or augment based on a particular topic. Writing research papers can contribute on a large scale in a student's career. Students can gain many benefits from research paper writing.

Research writing is important to learn, because it involves a process that can be useful in various fields and applicable to a variety of situations. The research process assists writers in developing better organizational and planning skills while simultaneously increasing insight and knowledge. Incorporating research writing and reading into the classroom enhances students' connection to their own learning.

It encourages the Undergraduate candidates to undertake the research in newly emerging frontier areas of commerce including multidisciplinary fields. This enhances the general research capability of the students by way of participating in conferences, seminars, workshops, project competition, etc.

Description:

In order to train and direct new faculty and students of the college on 1st March 2019 Research cell has organized a guiding lecture on 'How to write research paper'. College B.Com, BMS and B.Sc.IT faculty and students participated for knowledge gaining. College senior faculty Miss Tapasya Joshi guided everyone.

Outcome:

- Critical thinking
- Strengthen the communication skills
- Improve research skills

The students of BCom , BMS and BSc IT benefited from such guidance and they participated in various National level seminars in different colleges.

2. Skill Oriented courses

Enrolling in vocation education courses can help develop new professional skills, improve the current skills, or retrain for new employment. Vocational Education and Training (VET) has many benefits when it comes to expanding or starting your business career. VET courses gives the hands-on skills and expertise you require in many business sectors and vocational courses have an important role in high-end business professions.

Description:

Niranjana Majithia College of Commerce had the affiliation to the "skill development and vocational training institute of India "in the academic year 2018 - 19, to improve the various skills among the students of the college. Following courses where started in the college for the students:

Skill Development Courses

- Certificate course in basic IT skills

- Digital literacy program
- Certificate course in Tally ERP 9
- Certificate course in E- taxation direct tax
- Certificate course in GST
- Certificate course in event management
- Certificate course in digital marketing
- Certificate course in entrepreneurship
- Certificate course in capital marketing
- Certificate course in web development
- Certificate course in Android operating system
- Certificate course in software testing

Outcome:

- Students those who have successfully completed the courses got the certificate under the state level SDVTII certification

Benefits of state level certificate are:

- Registration with employee exchange
- Preference for job opportunities in government and private sector since there is demand for human resource with extra skills along with academic qualifications.

File Description	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:

Teaching learning process was reviewed by IQAC and a need was felt to provide value based education to the students to meet the industry requirement. At the same time enhancement in administrative policies was also felt. Thus, IQAC focused on enhancement in academic and administrative domain and channelized it's resources accordingly.

Reforms facilitated by the IQAC are as follows:

The college IQ AC was formed on 16 August 2018 as per the new NAAC guidelines came into force in July 2017. The college IQAC is still in its infant stage. Yet, the IQAC has undertaken number of quality initiatives which are summarized as follows

1. Quality Initiatives in Academic Domain

2017 - 2018

- Faculties are encouraged to apply for minor research projects at University of Mumbai and Dr. Reshma A. Vaja from Commerce department received the Minor research grant from University of Mumbai on 17 March 2020 for the amount of Rs. 40000.
- Women Development Cell formed
- Language club for Hindi, Marathi and Gujrati Sahitya was formed for inculcating the national and state language among the students.

2018 - 2019

- A National Conference was organised on the topic "World of Opportunities: Innovations and best practices" on 19th March 2019
- Seminar on "Intellectual property and Copyrights" was organised on 22 nd December 2018
- Library was automated using the Integrated Library Management System.
- Add-On Courses such as Web programming, GST and Tally were started under the Skill India Programme.
- One-Day Workshop on Revised Syllabus of TYBCOM for the subject of Export Marketing and Commerce was conducted in collaboration with University of Mumbai on 25 th July 2017.
- Automation of library through E-Granthalaya.

2019 - 2020

- MOU was signed for the NAAC Accreditation guidance under 'Paramarsh'.
- In order to prepare students for competitive examinations, a certificate course on quantitative aptitude was started free of charge.

2020 - 2021

- Academic Audit was conducted on 12th January 2021 by KES Paramarsh Team and the recommendations of the team were duly noted and implemented wherever practicable.
- Departmental Audit was conducted on 16th July 2021 and 20th July 2021 by KES Paramarsh Team and the recommendations of the team were duly noted and implemented.
- Administrative was conducted on 16th July 2021 by KES Paramarsh Team and the recommendations of the team were duly noted and implemented wherever practicable.

- Environmental audit was done on 15th May 2021
- Green audit was done on 26th May 2021.

- Webinars and live sessions were conducted for the students and faculties

2. Quality Initiatives in Administrative, Infrastructure and Sports Domain

Administrative Domain

Several quality initiatives were undertaken in the administrative domain in the pre-accreditation period. For effective and efficient administration, ICT is used to a larger extent.

- State level workshop was organised for the non-teaching staff titled "College Administration: Issues and Challenges".
- The use of ResoSoftware for examination systems and result processing in the college.
- Use of Tally software for accounting work.
- Biometric attendance mode for all staff.
- Installation of CCTV for greater safety of students and staff.

Infrastructure Domain

- The Seminar hall was renovated and modernized.
- The college premise has been modernized as per the standards of the Swachh Bharat parameters complete with tiled walls and floors, granite counters, dedicated water filter.
- The students' washrooms have been renovated and modernized substantially and fitted with a dressing room.
- Two of the faculty washrooms have been renovated.
- The staff room has been modernized as per the standards of the necessity of the faculties with microwave oven and tea-coffee machine with the view that faculties should get fresh food and

drinks.

Sports initiatives

- Boxing classes have been complemented with the participation of students in boxing competitions and camps at the regional and other levels.
- A gymnasium equipped with treadmills, exercise bikes and other machines has been installed for the benefit of students and staff.

File Description	Document
Upload any additional information	View Document

6.5.3

Quality assurance initiatives of the institution include:

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

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	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:

The true spirit of education is being practiced in the College, i.e. no unfairness against caste, creed, religion and gender.. The main objective is to ensure that our students are sensitized towards personality, exposure, skills, and self-confidence to face challenges.

Our College has established a 'WOMEN DEVELOPMENT CELL' in the year 2018. This Cell organizes special outstanding programmes for gender sensitization. Besides this D.L.L.E, N.S.S and Cultural Association also regularly organizes various activities pertaining to gender sensitivity and gender equity.

Following key activities were conducted by the above mentioned associations during last five years: Self Defence Workshop, Webinar on " Power of Youth", Seminar on Kanya Bhrun Hatya, Lecture on "Cervical cancer", Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal), Webinar on "Cyber Sakhi" and Webinar on "Ideas for being self employed".

- Out of the above mentioned activities, the Self Defence Workshop is organized **every year** by different associations. The main objective is to provide knowledge about different self protection techniques in different situations for both boys and girls.
- Seminar on Sexual Harrasment of Women at Workplace (Prevention, Prohibition and Redressal) jointly organised by W.D.C & N.S.S for all students (for both boys and girls) to educate the students about the Sexual Harrasment of Women at Workplace (Prevention, Prohibition and Redressal) Act , 2013.

'Cyber Sakhi' an online program was organised by W.D.C in the year 2020-21 and 2021-22. The main objective was to make students aware about cybercrimes against women and the digital empowerment of female students.

In addition to the various initiatives mentioned above, the college has also furnished the basic infrastructural requirement to ensure safety and gender equity.

- College has installed 73 CCTV Cameras at different locations so that students are safe from violence, bullying, harassment, threat and thief etc.
- Separate rooms/toilet facilities are provided for male and female students in the Institute.
- 2 Male & 1 Female security guards are always deployed at the College Entrance Gate, in order to ensure the Verification of each & every person entering the College Premises. They check ID Cards of Students, Faculty members (including Teaching, non – teaching staff as well as House-keeping staff). For every Visitor entering the College Premises, necessary data of such visitors is recorded in the Security Guards' Register.
- 4 Fire extinguishers of 5 Kgs & 2 Fire extinguishers of 2 Kgs are installed in the college campus to meet regulatory requirements. Training session on 'Basic Fire & Evacuation drill' has been

organized for Peon Staff in the campus on 5th March, 2021. Our Institution has AMC with 'Jyoti Fire Services' for regular servicing & maintenance of Fire Extinguishers.

Common Rooms

College has common rooms for girls and boys to facilitate students' need during their free time to relax & revive.

Following facilities are provided in the common room:

- Proper Seating Arrangement
- Air Conditioned Rooms
- Drinking water (Hot & Cold)
- Newspapers & Magazines
- Proper Lighting & Ventilation

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: B. 3 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:

Our College is Strongly dedicated to being concerned for the environment. Our institution maintains environmental sustainability in thoughts while managing distinct kinds of waste generated within the college campus.

Following are the initiatives taken to manage the different types of waste generated in the college premises:

Segregation Of Waste

Over 41 bins have been provided across the campus for collection of the waste generated at different sources in the College. The biodegradable and non-biodegradable waste is collected and disposed off separately. For Dry and Wet waste separate colour bins are coded viz. Green and Blue Bin. Green Bin – For collection of different types of Wet waste / Biodegradable / organic waste like cooked food, vegetables, fruit, leaves etc. Blue Bin – For collection of different types Dry waste like paper, cartons, cans, metallic items etc. Collection and disposal of all solid waste has been outsourced to authorised agencies (B.M.C) which everyday collects the wastes from the campus. The College has tied up with the local Municipal corporation for the disposal of non-degradable solid waste.

The 3 R's - Recycle, Reuse, and Reduce are the steps followed by our Institution to do our part.

Recycle:

Our college has a tie up with the E- waste recycling company “ Just Dispose” and paper waste recycling company “ Mahalaxmi Metal and Paper Mart”. College contacts them to collect different sorts of paper waste and E -waste as and when such wastes are accumulated .

Reuse:

Another method used in our institution for waste management is to reuse the different objects . We practice in our college to use such pages which are Unused pages from old notebooks , they are turned off for doing rough work and other miscellaneous work. We use the empty paint buckets and containers for planting indoor plants. We also reuse envelopes and covers by using stickers to write new addresses.

Reduce:

Our institution takes the initiative to create awareness about various types of waste generated in the society.

Following activities are conducted in this regard:

- Paper bag Making
- Paper bag distribution to vendors in vegetable market
- Best out of waste competitions
- Street plays

- Anti- Plastic Awareness campaign
- Circulation of E- Newspaper
- Seminar on Waste Management

In Addition to the various activities mentioned above, following steps are undertaken to save paper in the institution :

- Printing on both sides of paper sheets.
- Making use of Unused pages from old notebooks for doing rough work and other miscellaneous work.
- We also reuse envelopes and covers by using stickers to write new addresses.

E-Waste management

The College understands the need to handle disposals referred to as E-Waste in a responsible manner. Hence, the College has purchased its E-Waste Bin during the year 2019-20 and signed M.O.U with the “Just Dispose” company for the purpose of collection and proper disposal of E-Waste. The M.O.U with the company is renewed every year.

File Description	Document
Geotagged photographs of the facilities	View Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Any other relevant information	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: E. None 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**

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6

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

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

Response: A. Any 4 or all 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.Divyangjan friendly washrooms**
- 3.Signage including tactile path, lights, display boards and signposts**
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: E. None of the above

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

As an Institution, we try to teach our students about the various aspects of our culture and celebrate differences. Admission Process in the institution is transparent i.e there is no discrimination on the basis of Caste, Creed, Religion , Gender etc. Students enjoy the freedom within the institutional norms in respect of Costumes , dietary habits etc.

College celebrates Various National and International days and Indian festivals such as Navratri, Janmashtami , Christmas, Gandhi jayanti, Teachers day, Annual day, International Women's day, International Yoga Day, National voters day, Constitution day etc. To preserve our rich heritage and to understand the diversity of Indian culture Students are exposed to the customs and traditions followed across different states of India to understand the essence of 'unity in diversity'. Hence, Our Cultural Association depicts the basic attributes of Indian culture by organising Various Cultural programmes, like

- Aarti thali decoration
- Rangoli competition
- Garba competition
- Fashion Show
- Traditional day
- Friendship Day
- Annual Day
- Talent Hunt

All the students are given freedom to showcase their talents through participating in various events of different departments.

Linguistic Inclusion:

To accustom students and staff of the rich culture and literature in Marathi, Gujarati and Hindi associations like Gujarati Sahitya Mandal, Marathi Sahitya Mandal and Hindi Sahitya Mandal are formed. Gujarati Sahitya Mandal celebrates Gujarati Divas on 24th August of every year, the birth anniversary of Poet Narmad in which the focus is on the contribution by him in Gujarati Sahitya. Marathi Sahitya Mandal celebrates Marathi Divas on 27th February of every year to rejoice the birth anniversary of Gyanpeeth award winner late poet V.V. Shirwadkar who is also known as "Kusumagraj". Activities like speech, essay writing, Marathi poem recitation, folk songs singing, folk dance, slogan writing, etc are conducted on that day. Hindi Sahitya Mandal celebrates Hindi Divas on 14th September of every year to commemorate the adoption of Hindi in Devanagari script as one of the official language in different Hindi speaking states of India. It is celebrated by organizing special recreational activities like speech recitation, essay writing, Hindi poem recitation, recitation of "Kabir Das ke Dohe", "Rahim ke Dohe", "TulsiDas ke Dohe", songs singing, dance, general knowledge quiz competition in Hindi, drama play, slogan writing, etc by the students of various classes. Students are motivated to give speeches, write essays or perform other activities especially in Hindi language which helps to explore their Hindi language knowledge. Our College Library has 176 books of literature of various languages available for students.

Spirit of Nationalism:

To Promote the spirit of National Integration & Patriotism, our College celebrates Independence Day, Republic Day, Gandhi Jayanti, Swami Vivekananda Jayanti, Constitution Day, National Voters day every year organised by NSS Unit. Activities like Speech recitation, Rally, essay writing, Singing Patriotic Songs, performing Street Plays etc are conducted.

Gender equity and sensitisation:

Our college also awards the Best volunteer in the extension activities like N.S.S and D.L.LE without any discrimination on the basis of Gender.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9

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

Response:

Instilling and inculcating values among college students is a primary objective of every faculty and our Institution. College ensures to make the students responsible citizens of the country. Different associations organise various activities to inculcate the values like sincerity , truth , non - violence , righteous, patriotism etc in which there is active participation on the part of students and staff . Hence it helps them to understand and exercise their fundamental rights and duties.

Right to Choose

N.S.S Unit of the college celebrates every year National voters day on 25th January. To make students aware about their Voting right and its importance in the political process. Voting is both a right and a responsibility. Our College has Conducted a Voter ID Campaign. Many students successfully registered & received a Voting Card from this Campaign. The main purpose is to encourage new voters (just turned 18 years) to understand the importance of Voting.

Spirit of Patriotism:

To Promote the spirit of National Integration & Patriotism, our College celebrates Independence Day , Republic Day, Gandhi Jayanti, Swami Vivekananda Jayanti, Constitution Day, National Voters day every year organised by N.S.S Unit. Activities like Speech recitation, Rally , Parade, essay writing, Singing Patriotic Songs , performing Street Plays , poem recitation etc are conducted. Our College also celebrates 'Constitution Day' on 26th November every year in order to make students realize their rights and responsibilities towards the community, state and country. On the same day 'A Salute to Real Heroes' a salutation program is held every year to make students realize the sacrifice made by our Policemen & Military Forces.

Flag collection:

To serve the esteem of our National flag , On the following day of Independence Day and Republic Day NSS volunteers of our university each year gather the National flag that has been thrown at the roads.

Cleanliness Drive

As an educational institution we look ahead to assist our Country's one of the mission of Clean India i.e "Swachh Bharat Abhiyan". Our Little Contribution towards the achievement of this ambition of 'Clean India' is stated below.

Our college N.S.S Unit volunteers actively participates in the cleanliness drive organised by University of Mumbai , B.M.C , Shashwat N.G.O and N.S.S Unit of our college and other nearby colleges , Our Little Contribution towards the achievement of this ambition of 'Clean India' by the N.S.S unit is stated as follows:

'Swachta Abhiyan' at Old Age Home , Manori Ashram and Temple Cleaning, Waste Management Survey with Shashwat N.G.O, Rally on 'Swachh Bharat Abhiyan' with KES Shroff College organised by Mumbai University ,Every year N.S.S Volunteers assists the local authorities at beach during Ganesh idol Immersion during Ganesh Utsav festival , Flag Collection in college Campus and Adopted area, Anti-Plastic Awareness campaign (Paper Bag making and distribution) , Beach Cleaning Drive at Marve

Malad, at Juhu Beach , Girgaum Chowpatty , 'Swachh Bharat Abhiyan' in Kalina, Plastic Bisleri Bottle Collection in College, 'Cleanliness Drive' in National Park.

File Description	Document
Any other relevant information	View Document
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
Any other relevant information	View Document

7.1.11

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

Response:

To inculcate the ideas, principles and values of our national leaders and to preserve our rich heritage and to understand the diversity of Indian culture. Hence, Our Institution celebrates various national and international commemorative days, for the holistic development of students. Different events are organised by various departments of our college to include staff and students in the celebration.

Objectives for celebration of various commemorative days in our college:

1. To cultivate a sense of community
2. To create a sense of belonging
3. To create lasting fond memories:
4. To add fun and excitement to our lives
5. To create harmony and brotherhood

Following days are celebrated every year in our college campus:

1. Independence Day
2. Republic Day
3. Gandhi jayanti
4. Teacher's day
5. Hindi , Marathi , Gujarati Divas
6. National voters day
7. International Women's day
8. Mahatma Gandhi jayanti
9. Yoga day
10. World Aids day

Independence day and Republic day:

To Promote the spirit of Patriotism & National Integration , Independence day and Republic day are celebrated every year in our college on 15th August and 26th January by Flag hoisting, Speech recitation, poem recitation, dance, Rally , Singing Patriotic Songs , performing Street Plays etc.

Gandhi Jayanti:

To inculcate the ideas, principles and values of Gandhiji various activities are organised in the college. On account of Gandhi jayanti , Rally was organised by the N.S.S Unit of our college in the year 2018-19 and 2019-20 . Due to pandemic, in the year 2020-21 online activity like video and poster making competitions were organised on Gandhi Jayanti.

Celebration of Indian Festivals:

College celebrates various Indian festivals such as Navratri, Janmashtami, Christmas etc to preserve our rich heritage and to understand the diversity of Indian culture, students are exposed to the customs and traditions followed across different states of India to understand the essence of 'unity in diversity',

Teacher's Day:

College celebrates Teachers' Day every year on 5th September. Students perform dances, songs and speeches for Teachers' Day which is followed by a lunch party and gift for teachers. Students performed dances, songs and speeches in this meet. Students acknowledges the efforts made by teachers to teach students .

International Yoga Day:

Our College celebrates Yoga Day on 21st June every year and makes the necessary arrangements for students and staff including Principal and Management to do Yoga and perform Asanas.

Hindi Diwas

Hindi Diwas is celebrated on the 14th of September by Hindi Sahitya Mandal that organizes special recreational activities like speech recitation, essay writing, Hindi poem recitation, dance, general knowledge quiz competition in Hindi, drama play, slogan writing, etc .

Marathi Diwas

Marathi Bhasha Diwas is celebrated in honour of the Marathi language every year on 27th February to rejoice the birth anniversary of V.V. Shirwadkar who is also known as "Kusumagraj". Marathi Sahitya Mandal of the college organises activities like speech recitation, essay writing, Marathi poem recitation, dance, drama play etc .

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document

7.2 Best Practices**7.2.1**

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

Response:

Best Practice 1

Title of the Practice : Tree Plantation

Objectives:

The purpose of tree plantation is to save the endangered environment and to beautify our life. Trees are valuable gifts of nature. They are known as the best friends of human beings.

Context:

- Trees play an important role in increasing urban biodiversity, providing a favourable habitat, food and protection.
- Trees can absorb Carbon dioxide. Especially in cities like Mumbai with high levels of pollution, trees can improve air quality, making this city a healthier place to live in.
- Strategic placement of trees in cities can help to cool the air, thus reducing the 'Global Warming' effect.
- Trees acts as filters for urban pollutants such as carbon monoxide, nitrogen oxides, ozone and Sulphur oxides and filter fine particles such as dust, dirt or smoke out of the air.
- Research shows that urban green spaces can improve physical and mental health, for example by decreasing high blood pressure and stress. This, in turn, contributes to the well-being of urban communities.

Practice:

Date	Work Type	Place
	2016-2017	
15.06.2016	Tree plantation	College campus
26.06.2016	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
03.07.2016	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
24.07.2016	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
07.08.2016	Tree plantation	Sant Gagangiri Maharaj Ashram, Manori
14.08.2016	Grass Cutting Activity	Sant Gagangiri Maharaj Ashram, Manori
21.08.2016	Tree plantation	Sant Gagangiri Maharaj Ashram, Manori
	2017-2018	
02.07.2017	Tree plantation	College campus
02.07.2017	Tree plantation	Adopted Area , Bhatane, virar
16.07.2017	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
23.07.2017	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
09.08.2017	Tree plantation	College campus
13.08.2017	Tree conservation	Adopted Area , Bhatane, virar

2018-19		
24.06.2018	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
22.07.2018	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
19.08.2018.	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
11.12.2018	Tree plantation	College campus
2019-2020		
30.06.2019	Tree conservation	Sant Gagangiri Maharaj Ashram, Manori
11.08.2019	Tree plantation	Sant Gagangiri Maharaj Ashram, Manori
18.08.2019	Tree plantation	Sant Gagangiri Maharaj Ashram, Manori
15.09.2019	Tree plantation	Majithia Farms
29.09.2019	Tree plantation	Majithia Farms
05.10.2019	Tree plantation	Majithia Farms
20.10.2019	Tree plantation	Majithia Farms
27.10.2019	Tree plantation	Majithia Farms

Evidence of Success:

Year	Successful plantation(No.)
2017-18	56
2018-19	50
2019-20	220
2020-21	50

Problems:

We are facing issues like availability of land for tree plantation, natural threats such as Excessive rain, drought, storm, etc. results in loss of trees which are planted.

Best Practice 2

Blood Donation

Objectives:

- To raise awareness that individuals can save lives by donating blood.
- To encourage people to donate blood voluntarily.
- To support the noble cause of blood donation.

Context:

- Every two seconds someone needs blood.
- More than 38,000 blood donations are needed every day.
- Sickle cell patients require frequent blood transfusions throughout their lives.
- More than 1 million new people are diagnosed with cancer each year. Many of them need blood daily, during their chemotherapy treatment.
- A single car accident victim can require as many as 100 units of blood.

Patients may need a blood transfusion if they have anaemia, sickle cell disease, a bleeding disorder such as haemophilia, or cancer. A cancer patient, on an average, needs at least 100 units of blood. India relies heavily on transfusions due to a higher prevalence of blood-borne diseases and complications during pregnancy.

EXAMPLES OF BLOOD USE	
1. Automobile Accident	50 units of blood
2. Heart Surgery	6 units of blood / 6 units of platelets
3. Organ Transplant	40 units of blood / 30 units of platelets
4. 20 bags of cryoprecipitate	25 units of fresh frozen plasma
5. Bone Marrow Transplant	120 units of platelets/ 20 units of blood
6. Burn Victims	20 units of platelets

Practice:

2017 -2018		
Sr. No.	Activity list	Organized by
1	Blood Donation Drive	NSS Unit
2018 -2019		
1	Blood Donation Awareness	NSS Unit
2	Blood Donation Drive	Sir J.J. Mahanagar Blood Bank
2019 -2020		
1	Blood Donation Awareness In Adopted Area	University level MDAC
2	Blood Donation Awareness Drive in College	University level MDAC
3	Blood Donation Drive in Adopted Area	MDAC

Evidence of Success:

2016-17:

Date: 11/08/2016

No. of units Collected: 63

Name of the Blood Bank: J.J. Mahanagar Hospital

Details of Blood Donation Camp/Collection by College NSS unit during the year

2017-18

S.N.	Date	Name of the Blood Bank	No of Bottle/ Unit Collected	Participants			Remark,if any
				Male	Female	Total	
1st Camp	19.08.2017	J.J. Mahanagar Hospital	26 Bags	56	40	96	70REJECTED

Details of Blood Donation Camp/Collection by College NSS unit during the year

2018-19

Sr.No.	Date	Name of the Blood Bank	No of Bottle/ Unit Collected
1st Camp	29th Sep. 2018	J.J. Mahanagar Hospital	45 bags

Details of Blood Donation Camp/Collection by College NSS unit during the year

2019-20

S.N.	Date	Name of the Blood Bank	No of Bottle/ Unit Collected	Participants			Remark,if any
				Male	Female	Total	
1st Camp	22.08.2019	Tata Memorial Hospital	40 Bags	36	04	40	07REJECTED
2nd Camp	28.01.2020	J.J. Mahanagar Hospital	24 Bags	17	07	24	05REJECTED

TOTAL BLOOD DONATED IN LAST 5 YEARS =135 BAGS

Problems:

Lack of knowledge, fear & convenience are common factors in people’s decisions on whether to donate blood repeatedly on a voluntary basis.

The most common misbelief was that blood donation is associated with

- It could be harmful to their health
- A loss of fertility
- It is associated with permanent weakness.
- Misperceptions were highest in the non-donor group.

Factors such as anemia, prevalent beliefs, customs & lifestyle are some of the reasons for lack of participation in blood donation by girls.

File Description	Document
Any other relevant information	View Document
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:

A JOURNEY FROM PAIN TO PLEASURE

“The smallest act of kindness is worth more than the Grandest Intention” - Oscar Wilde.

Within this small Institution even with a compact budget with slow growth notwithstanding, but steady growth, following are the efforts by our institution wherein we have made our little contribution, through which we strive to transform Pain to Pleasure in the Society, which we consider as our distinctiveness.

No matter how big or small, good deeds make a positive impact and we feel appreciated at the same time.

1. Visit to Old Age Home

Our students visit the Old Age Home every year on behalf of our institution whose other aim is to preserve cultures, traditions and ethical values from one generation to another. Our students visit an old age home “ Maratha Life Foundation Oldage Home” situated at the adopted area Thalyachapada, Bhatane, Taluka Vasai, District – Palghar. In 2018-19, a group of students went for a visit to ‘Vatsalya Care Centre’ an old age home located in Bhayandar East. It accommodates nearly 23 people generally aged between 50 to 90 years. The residents of the organization shared stories and experiences from their lives with our students. These young visitors heard their grieves and demises to reduce it to some extent. Both Students & the Residents of the Centre had an amazing time by singing songs, dancing and narrating jokes and stories from real lives. The Students helped everyone there in doing their daily tasks. A Whole day meal was sponsored by our College. The breakfast and the lunch were served by the students. The old residents expressed their gratitude towards our Students. The visit was a life-changing experience for our students with some valuable life-lessons.

2. Visit to Orphanage

Our students along with staff members visit “Sai Aadhar Orphanage” every year during Diwali. This encourages our students in promoting ‘Brotherhood’ for all Children irrespective of caste, creed and community. The Orphanage provides the children with free basic school education and a healthy and secure home atmosphere. Our students tied friendship bands to all the children there, to make new bonds. Many children interacted and played with our students, which resulted in some ‘real bonding’ between them. Our Students distributed books, crayons, chocolates, toys and also homemade snacks among the children on Diwali. It is yet another initiative by the institution for ensuring the welfare of deprived and underprivileged segments of society.

3. Project 'RAKSHHA'

Students from our College have taken up a task of selling Rakhis made by handicapped persons. This initiative is meant to promote the sale of Rakhis and raise funds for underprivileged segments of the society and is named as Project ‘RAKSHHA’. The cost of a rakhi ranges between ₹ 10 and ₹ 30/. In 2017-18, students sold 250 Rakhis & collected ₹ 950. All the money raised from this project was donated to the ‘Vallabhdas Dagara Indian Society for mentally Challenged’ (School). Such donation helps the mentally retarded people for their social competence and independence. ‘ VDISMC’ was established in the year 1973 for mentally retarded people and for their upliftment .

4. Flood Relief:

Our college always helps the flood affected people through the donation of essential items in the flood affected areas. Multiple parts of Maharashtra were affected by heavy rains that began during the second week of August 2019, particularly affecting the districts of Kolhapur, Sangli, Satara, Thane, Pune, Nashik, Palghar, Ratnagiri, Raigad and Sindhudurg. As many as 761 villages were affected, and more than 4 lakh people were displaced. Clothes, Blankets, Bedsheets and bath towels, Sleeping mats, Toiletries (Soap, Washing soap, Dish wash bar, Handwash, Toothbrush, Toothpaste, Tissue paper, Rubber chappals) Food items – (Rice, Wheat, Sugar, Salt, Tea powder, Pulses, Biscuits, Baby food, Glucose), Sanitary napkins, Dettol, Stationery (Notebooks, Pen, Pencil, School bags, Water bottles, Umbrella), medicines (Betadine ointment, ORS packets, Paracetamol, Absorbent cotton wool).

5. Food for homeless:

During COVID-19 crisis, the Government imposed a lockdown on the entire nation. At this great hour of need, our students stepped in to provide relief by providing food to people across the streets while adhering to all the safety and hygiene measures. Students provided meal & packed grocery kits to a segment of the society in the adopted area, comprising daily wage workers, migrant labourers, construction site workers, and needy people at old age homes and night shelters.

File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

We are one of the University of Mumbai affiliated colleges in Mumbai suburb providing quality education. The college is ISO 9001:2015 & ISO 14001:2015 Certified and running three UG level Programs as Bachelor of Commerce, Bachelor of Management Studies and Bachelor of Science in Information Technology along with add-on certificate courses in Collaboration with Skill Development & Vocational Training of India. The college is a participant in UGC PARAMARSH Scheme under the able mentorship of well-known K.E.S. Shroff College. The College has organised number of conferences, seminars and workshops at various levels. Free Wi-Fi facility is available along with ICT enabled classrooms. The Library is partially automated with N-List and E-granthalaya that provides e-journal, e-shodhsindu, e-shodhganga and e-books. With all the constraints now we are on the verge to submit the NAAC SSR for the first cycle of Accreditation.

Concluding Remarks :

Over all conclusive explication about the institution's functioning

The Esplanade Educational Society is the governing body of the college. The College Development Committee is constituted as per the Maharashtra Universities Act of 2016. The policies are formulated to achieve the vision of the college to provide a holistic education to the students in an inclusive environment and to inculcate creative and innovative practices in our students. The leadership fosters participative management where all the functionaries of the college make an integrated effort to attain our vision and mission. The Principal delegates powers and responsibilities to the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells have considerable autonomy in their respective works.

We strive to provide a quality education using modern technology to prepare our students to work in a global scenario. We clearly define the programme and course outcomes and evaluate the progress of the students in academic and extracurricular activities. We are committed to the welfare of our employees and students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 03 Answer after DVV Verification: 03</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>1</td> <td>3</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>2</td> <td>3</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	6	1	3	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	5	2	3	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
6	1	3	0	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
5	2	3	0	0																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>91</td> <td>54</td> <td>58</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p>	2020-21	2019-20	2018-19	2017-18	2016-17	91	54	58	0	0										
2020-21	2019-20	2018-19	2017-18	2016-17																	
91	54	58	0	0																	

2020-21	2019-20	2018-19	2017-18	2016-17
47	94	44	0	0

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	11	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	11	8

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

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

Answer before DVV Verification : 385

Answer after DVV Verification: 490

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

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

Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**

5. Feedback not collected

Answer before DVV Verification : C. Feedback collected and analysed

Answer After DVV Verification: C. Feedback collected and analysed

Remark : HEI Input considered. No supporting document provided by HEI.

2.1.1 Average Enrolment percentage (Average of last five years)**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
791	882	881	1088	1320

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
238	371	300	388	595

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1440	1440	1440	1440	1440

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1440	1440	1440	1440	1440

Remark : As per Document provided by HEI.

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 last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
78	64	98	147	237

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
78	64	98	147	237

2.3.3	<p>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</p> <p>2.3.3.1. Number of mentors ?????????????? ???????</p> <p>Answer before DVV Verification : 11</p> <p>Answer after DVV Verification: 11</p>																														
2.4.2	<p>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)</p> <p>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</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 707 1046 844"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 920 1046 1057"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	1	1	1	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	1	1	1										
2020-21	2019-20	2018-19	2017-18	2016-17																											
2	2	1	1	1																											
2020-21	2019-20	2018-19	2017-18	2016-17																											
2	2	1	1	1																											
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers</p> <p>Answer before DVV Verification : 8.75</p> <p>Answer after DVV Verification: 8.75</p>																														
2.6.3	<p>Average pass percentage of Students during last five years</p> <p>2.6.3.1. Total number of final year students who passed the university examination year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1574 1046 1711"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>216</td> <td>259</td> <td>211</td> <td>258</td> <td>224</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1787 1046 1924"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>216</td> <td>259</td> <td>211</td> <td>258</td> <td>223</td> </tr> </tbody> </table> <p>2.6.3.2. Total number of final year students who appeared for the university examination year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 2040 1046 2083"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	216	259	211	258	224	2020-21	2019-20	2018-19	2017-18	2016-17	216	259	211	258	223	2020-21	2019-20	2018-19	2017-18	2016-17					
2020-21	2019-20	2018-19	2017-18	2016-17																											
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216	259	211	258	223																											
2020-21	2019-20	2018-19	2017-18	2016-17																											

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	331

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	331

Remark : HEI Clarification Input considered. HEI has not provided result sheet of the university.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	.40	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	.40	0	0	0

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

3.1.2.2. Number of departments offering academic programmes

Answer before DVV Verification:

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

03	03	03	03	03
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Answer After DVV Verification :

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

3.1.3 **Number of Seminars/conferences/workshops conducted by the institution during the last five years**

3.1.3.1. **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13	2	5	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	2	5	1	0

3.2.1 **Number of papers published per teacher in the Journals notified on UGC website during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	03	31	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	31	1	0

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	5	2	2

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
32	72	76	31	50

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
28	50	41	19	34

Remark : Number of extension and outreach programs conducted by the institution through NSS/NCC as per document provided by HEI.

3.3.4 **Average percentage of students participating in extension activities at 3.3.3. above during last five years**

3.3.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/**

NCC/ Red Cross/ YRC etc., year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
670	1854	2142	866	1314

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
670	589	588	866	1241

Remark : Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc. as per documents provided by HEI.

3.4.1 **The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

3.4.1.1. **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

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

Answer After DVV Verification :

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

3.4.2 **Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	2	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	2	0	0

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class,**

	<p>LMS, etc. (Data for the latest completed academic year)</p> <p>4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 10 Answer after DVV Verification: 10</p>																				
4.2.2	<p>The institution has subscription for the following e-resources</p> <ol style="list-style-type: none"> 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources <p>Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: A. Any 4 or more of the above</p>																				
4.2.3	<p>Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</p> <p>4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs) Answer before DVV Verification:</p> <table border="1" data-bbox="306 1072 1046 1207"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0.61</td> <td>2.43</td> <td>0.94</td> <td>0.35</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1285 1046 1420"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0.12</td> <td>2.08</td> <td>0.41</td> <td>1.03</td> </tr> </tbody> </table> <p>Remark : As per document provided by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	0	0.61	2.43	0.94	0.35	2020-21	2019-20	2018-19	2017-18	2016-17	0	0.12	2.08	0.41	1.03
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0.61	2.43	0.94	0.35																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0.12	2.08	0.41	1.03																	
4.2.4	<p>Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year</p> <p>4.2.4.1. Number of teachers and students using library per day over last one year Answer before DVV Verification : 38 Answer after DVV Verification: 38</p>																				
4.3.3	<p>Bandwidth of internet connection in the Institution</p> <p>Answer before DVV Verification : A. 750 MBPS Answer After DVV Verification: A. 750 MBPS</p>																				
4.4.1	<p>Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in</p>																				

Lakhs)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16.10	27.12	47.58	54.51	54.38

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2.37	57.64	3.37	2.75	2.17

Remark : Expenditure incurred on maintenance of infrastructure as per document provided by HEI.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	11	1	5	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	11	1	5	5

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
26	5	5	2	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
26	5	5	2	0

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: B. 3 of the above

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
172	54	445	77	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
172	54	445	77	0

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 : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

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

5.2.2.1. **Number of outgoing student progressing to higher education.**

Answer before DVV Verification : 1479

Answer after DVV Verification: 1479

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

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

Answer before DVV Verification:

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	4	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	3	4

Remark : As per document provided by HEI.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	32	62	23	49

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
05	07	09	06	11

Remark : Number of sports and cultural events/competitions as per documents provided by HEI.

6.2.3 Implementation of e-governance in areas of operation

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

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: D. 1 of the above

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	7	12	7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	16	24	7

Remark : HEI Clarification Input considered. HEI has not provided Supporting document as per SOP.

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

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

years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	6	2	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	6	1	0

Remark : HEI Input considered.

- 6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**
- 6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**
- Answer before DVV Verification:
- | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 12 | 5 | 3 | 2 | 0 |
- Answer After DVV Verification :
- | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 12 | 4 | 4 | 1 | 0 |
- Remark : As per Document provided by HEI.

- 6.5.3 **Quality assurance initiatives of the institution include:**
- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
 - 2. Collaborative quality initiatives with other institution(s)**
 - 3. Participation in NIRF**
 - 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**
- Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: B. 3 of the above

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

- 1. Solar energy**

	<ol style="list-style-type: none"> 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : D.1 of the above Answer After DVV Verification: E. None of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>154</td> <td>155</td> <td>154</td> <td>149</td> <td>142</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>154</td> <td>155</td> <td>154</td> <td>149</td> <td>142</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	154	155	154	149	142	2020-21	2019-20	2018-19	2017-18	2016-17	154	155	154	149	142
2020-21	2019-20	2018-19	2017-18	2016-17																	
154	155	154	149	142																	
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1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>03</td> <td>03</td> <td>03</td> <td>03</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>03</td> <td>03</td> <td>03</td> <td>03</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	03	03	03	03	03	2020-21	2019-20	2018-19	2017-18	2016-17	03	03	03	03	03
2020-21	2019-20	2018-19	2017-18	2016-17																	
03	03	03	03	03																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
03	03	03	03	03																	
2.1	<p>Number of students year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>791</td> <td>882</td> <td>881</td> <td>1088</td> <td>1320</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>791</td> <td>882</td> <td>881</td> <td>1088</td> <td>1320</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	791	882	881	1088	1320	2020-21	2019-20	2018-19	2017-18	2016-17	791	882	881	1088	1320
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2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>113</td> <td>113</td> <td>113</td> <td>113</td> <td>113</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	113	113	113	113	113										
2020-21	2019-20	2018-19	2017-18	2016-17																	
113	113	113	113	113																	

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
118	118	118	118	118

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	336

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
235	266	304	338	336

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	25

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	25

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	25

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	20	22	25	24

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

Answer before DVV Verification : 21

Answer after DVV Verification : 20

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

Answer before DVV Verification:

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

16.10	27.12	47.58	54.51	54.38
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Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13.68	79.84	51.02	58.31	49.84

4.3

Number of Computers

Answer before DVV Verification : 70

Answer after DVV Verification : 76

4.4

Total number of computers in the campus for academic purpose

Answer before DVV Verification : 76

Answer after DVV Verification : 70