SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

VIKAS COLLEGE OF ARTS, SCIENCE AND COMMERCE

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400083

vikascollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The parent body of the college, Vidya Vikas Education Society, founded in 1962, by the socially concerned, dedicated reformers with an objective of holding light to those in darkness, extending support to helpless and guiding those who have lost direction, resolved to provide the opportunity of higher education to the underprivileged and working classes. Vikas College of Arts, Science & Commerce (**formerly Vikas Night College**) was thus established in 1986 as a night college catering to the higher educational needs of working classes with initial intake of 87 students in F.Y.B.Com. The college has since then developed itself into a multidisciplinary institution with 10 undergraduate, 6 post graduate and 1 Ph. D. research programmes being offered to the students from the central suburbs of Mumbai- from Ghatkopar to Mulund.

The college is an ISO certified institution and has been accredited by NAAC, Bangalore with B+ grade in the first cycle and A grade in the second cycle in 2013.

Vision

"To be an accredited, autonomous and proactive centre for excellence, combining knowledge withinnovation leading toanall-round development ofstudents, especially belonging tothe weaker sections ofthesociety intheirchosen area ofspecialization."

Mission

"To reflect the vibrations of social aspirations in Education."

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Founded by a team of National awardee academicians having vision towards social reformation through education
2. Imparting higher education to the working students, first-generation learners from the slums of central Mumbai, and economically underprivileged sections of society
3. The biggest Night College affiliated to the University of Mumbai offering multi faculty programmes up to Ph. D. level including add on courses
4. Fifteen (15) self financed UG and PG programmes in addition to the conventional programmes
5. One among the very few colleges selected by the UGC for imparting vocational programmes in the year 2014, a National Skill Development initiative, with multiple entry and exits with Diploma, Advanced Diploma and Degree
6. Lead College status of University of Mumbai
7. Collaborations with NGOs, Corporates and other institutions for experiential learning, placement, student- teacher exchange, add-On Courses

8. Clean and Well-maintained Campus with greenery
9. Three (03) adjacent playgrounds
10. Maximum programmes on self financed basis

Institutional Weakness

1. Affiliation to the University doesn't allow flexibility in the syllabus of courses/programmes
2. Students are admitted irrespective of academic merit, i.e., those fulfilling minimum passing criterion are given admission due to their poor financial background

Institutional Opportunity

1. E- Content development by the Dept. of IT
2. Obtaining Autonomy
3. To introduce new skill based programmes

Institutional Challenge

1. Financial Self-Sufficiency
2. Ever-demanding employability skills and placement of students
3. Keeping pace with ever-changing, technology-driven global scenario demanding teachers and students both to prove their sustainability
4. Retaining talented faculties
5. Students are admitted irrespective of academic merit, i.e., those fulfilling minimum passing criterion are given admission due to their poor financial background

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college being affiliated to University of Mumbai, curriculum planning and curriculum delivery is scheduled in the academic calendar taking into consideration the schedule of different activities prescribed by the affiliating university from time to time. Periodical meetings at the departmental as well as administrative level channelize the process of teaching-learning and evaluation in an organized manner.

Apart from total 10 undergraduate, 06 post graduates and 01 Ph. D. research programme affiliated to University of Mumbai, the college offers 68 skill-based courses free of cost to the students maximum of which are offered online. These online add-on courses are offered to them as a collaborative initiative in association with IIT Spoken Tutorials, Infosys Springboard, Aspire for Her- an NGO and ExcelR. The college has signed Memorandum of Understanding with these organizations for this purpose. Total 696 students had enrolled for these courses so far and 364 students have completed these courses.

The cross cutting issues like Professional Ethics, Gender, Human Values, Environment and Sustainability are integrated into the syllabus taught in various programmes as follows:

Professional Ethics: 321 modules in 149 courses across 15 programmes.

Gender: 38 modules in 25 courses across 9 programmes.

Human Values: 153 modules in 75 courses across 11 programmes

Environment and Sustainability: 266 modules in 118 courses across 13 programmes

Apart from this, various co-curricular and extra-curricular activities, extension activities, webinars and seminars, the college initiates to integrate these values so as to imbibe it among the students.

Total 1260 students in the college undertake project work, internship or professional training, etc.

Teaching-learning and Evaluation

In 17 UG and PG programmes affiliated to University of Mumbai, on an average, 63.69% of the total sanctioned seats are filled and out of these, on an average, 111.89% of the total seats sanctioned for SC category are filled by the students from the same category. 5.33 % of the total seats sanctioned for ST category are filled by the students from the same category. 38.58 % of the total seats sanctioned for OBC category are filled by the students belonging to the same category and 7.75 % of the total seats sanctioned for other reserved categories are filled by the students from those categories.

The ratio of students and teachers is 34.92

All the 16 programmes offered at UG and PG level involve academic project as a part of experiential learning.

Internship is a part of curriculum of the programmes offered by Biotechnology and Medical Lab Technology departments. Industrial visit, is organized for the students of BAF, BMS, BSc (Biotech), BSc (IT) and BSc.

Seminars, interactive sessions, webinars, workshops, debates and classroom discussions are the examples of participative learning.

Case study as a learning method included in B.M.S. and B.Com., online quizzes conducted during pandemic, problem solving in mathematics and accountancy, use of computerized tools like R Tool and Sci Lab for this purpose, are some of the examples of problem solving used as a teaching learning method.

There were total 78 full time teachers in 2018-19, 72 full time teachers in 2019-29 and 70 teachers in 2020-21,

70 full time teachers in 2021-22 and 75 full time teachers in 2022-23 respectively. On an average, 27.99 % of the total full time teachers recruited have qualified SET/ NET/ Ph. D.

Grievance Redressal mechanism is prescribed by the affiliating University which is communicated to the students through prospectus and website. Revaluation mechanism addresses students' grievances relating to evaluation.

The college being affiliated to University of Mumbai, the objectives and outcomes are defined by the University as a part of the syllabus. The teachers also explain these at the beginning of the academic year and during the teaching-learning process.

Research, Innovations and Extension

Two (02) faculty members completed minor research projects in 2019-20.

The college has a recognized Ph.D. research centre in the faculty of Commerce. Three (03) scholars have been awarded Ph.D. by University of Mumbai.

All programmes offered in the college include project work/ internship.

Havihavishi Haak, a wallpaper magazine and the college magazine, **Rang Sandhya**, encourage the students to publish their creative writing. The Research Development Committee, in association with IQAC, has organized 12 workshops/seminars on Research Methodology and Intellectual Property Rights. Eight (08) research papers by the faculty have been published in the UGC CARE listed journals. Apart from this, 1 book, 2 conference proceedings, 6 chapters in the books and 2 papers in the research journals by faculties have been published.

The blood donation camp organized by the NSS unit of the college is one of the remarkable activities of the college. Total 2786 blood bags have been collected during last five years. Students of B.Voc. (Medical Lab Technology) assist the technical team in various blood donation camps organized in and across the city. The cleanliness drive conducted by the NSS unit every year in the neighboring area ensures a clean and hygienic environment for the citizens in the locality. Every year, in association with Municipal Corporation of Greater Mumbai and local NGO, the NSS unit undertakes Tree Plantation Drive in the vicinity. During the rural development residential camp at Vangani, volunteers help the villagers in cleaning the village, educate them on health and hygiene, solve their problem of water shortage, etc.

Seven (07) students from the Dept of Medical Lab Technology were awarded certificate of appreciation as Covid Warriors for their active participation in pathological services during pandemic. The NSS unit of the college has been awarded twice for highest collection of blood during the blood donation camp. Every year, six (06) extension activities are conducted by the NSS unit of the college. The college has signed 28 MoUs with different pathologies, educational institutions, NGOs, corporate etc. for the purpose of internship, professional training, faculty and student exchange, etc.

Infrastructure and Learning Resources

The 26 spacious classrooms with adequate ventilation, seating and supportive furniture with green boards and adequate seating arrangement for a maximum of 120 students and 15 laboratories in the college are utilized to

an optimum level in three (03) shifts. There are two (02) seminar halls with well-equipped audio visual facilities and one (01) auditorium with a seating capacity of 350 people. The college makes three (03) playgrounds adjacent to the campus available to the students for their sports activities. The college library has 46764 text and reference books, 40 journals, 18 news papers. The teachers and students are provided with the facility of online meetings and lectures through license meeting softwares like Microsoft Teams and Google Meet. Following ICT facilities are available in the college: 196 computers, 10 LCD projectors, 18 printers, 01 scanner, 02 barcode scanners, 03 laptops, 03 servers and campus wifi, 04 reprographic machines + 02 copiers and other ICT tools in different laboratories.

The college library is automated using ILMS software SOUL 3.0.1 that manages defined functional area. It has active membership of INFLIBNET, N-LIST consortia and provides 6000+ e-journals and 3200000+ e-books on various subjects.

IT facilities are frequently updated. All the softwares being used in the college for different purposes are the licensed softwares and get automatically updated. The bandwidth of the internet provided is 300mbps

Student Support and Progression

439 students were benefited by the scholarships and freeships provided by the Government under different heads in 2018-19. The number of such students benefited by scholarships in 2019-20 was 373. In 2020-21, 390 students were benefited by the scholarships. In 2021-22, the number of such students was 368. In 2022-23, 342 students were benefited by scholarships and freeships.

With an objective of capacity building and skill enhancement of the students, the college conducts various programmes like workshops, seminars, online courses, interactive sessions etc. on soft skills, women empowerment, computer and IT skills, life skills, etc.

In 2018-19, nine (09) sessions were conducted for the students from various streams. In 2019-20, thirteen (13) such sessions were organized.

During 2020-21, being the pandemic year, a series of online inter-departmental skill development lectures was organized. As a part of this series, 33 different sessions on soft skills, IT skills and life skills were conducted. Apart from this, an online certificate course in Communication Skills in English was conducted by the Dept of English. During 2021-22, six (06) sessions were conducted.

In 2022-23, 67 training programme/ online courses, etc. were conducted.

In order to guide the students on their career path, 18 events were organized in last five years.

As a part of the placement initiative, total 109 students have been placed.

423 students completing degree programmes from the college progressed to higher education. One (01)student, Ankit Singh, qualified joint CSIR-UGC NET and GATE in 2021-22 and 2022-23 respectively.

Two (02) students from the Dept of Media Production bagged first prize in 2019-20. Two (02) first prizes, one

(01) second prize and one (01) third prize were bagged by students in sports and cultural events at the inter collegiate and international levels in 2022-23.

Every year, the cultural committee organizes Jallosh, an intra-collegiate cultural festival and the Annual Sports Meet is organized by the sports committee of the college.

The alumni of the college are involved in the college activities in the form of career counseling, cultural and sports coaching, anchoring the events, etc.

Governance, Leadership and Management

26 teachers were provided with financial support for attending seminars/ workshops by the college in 2018-19. In 2019-20, 2 teachers received such financial support. One teacher was provided support in 2022-23.

In 2018-19, one (01) teacher and one (01) non-teaching staff member participated in FDP/ administrative training programme. In 2019-20, 27 teachers and 03 non-teaching staff members participated in such programmes. 21 teaching and 04 non-teaching staff members participated in FDP/administrative training programme in 2020-21. In 2021-22, 08 teaching and 03 non-teaching staff members participated in such training programmes. In 2022-23, 08 teaching and 02 non-teaching staff members participated in the FDP/ administrative training programmes.

04 meetings of the IQAC are conducted every academic year. The decisions taken during these meetings and implemented include signing of MoUs with different institutes and organization for placement, internship/ professional training, student and faculty exchange, online add on courses etc., organization of webinars/ seminars/ workshops.

Institutional Values and Best Practices

The Women Development Cell of the college is committed to the task of promoting gender equity.

Various interactive sessions and workshops are organized on the themes like self-defense, gender sensitization, domestic violence, sexual harassment, pre-marital counseling, endometriosis, workspace skills training, etc.

The college, in association with Aspire for Her, offered online add-on courses to female college students. Apart from this, the Internal Complaints Committee of the college is committed to addressing the issues of sexual harassment. The Counseling Cell is constantly working towards the psychological well-being of the students.

The college promotes the cause of ecological balance through green campus initiatives like solar energy products, wet waste management, awareness regarding the importance of mangroves, energy audits, use of LED bulbs, recycling of e-waste, etc.

The institution places a strong emphasis on fostering an inclusive environment that promotes tolerance, harmony, and respect for cultural, regional, linguistic, communal, and socioeconomic diversity. Some of the initiatives towards this are celebration of Marathi Bhasha Diwas, Constitution Day, Social Justice Day and all other days of national importance. The NSS unit of the college inculcates the values of social service through the extension activities like blood donation camp, rural development camp, tree plantations, street plays, etc.

Installment facility provided to the students in paying their fees and the group book bank scheme are the two best practices of the college which help the students otherwise affected in their academic progress due to financial constraints.

The college is committed to the upliftment and empowerment of the underprivileged classes of society for which several initiatives like free online add-on courses, group book bank scheme, installment facility in the payment of fees, group insurance, etc. are successfully implemented.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIKAS COLLEGE OF ARTS, SCIENCE AND COMMERCE
Address	Vikas Highschool Marg, Kannamwar Nagar-2, Vikhroli (E),
City	MUMBAI
State	Maharashtra
Pin	400083
Website	vikascollege.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	R. K. PATRA	022-25783540	9892299780	022-25796196	vikascollegeprincipal@gmail.com
IQAC / CIQA coordinator	Shubhada K. Deshpande	022-25784267	9833479626	022-	shubh.deshpande73@gmail.com

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

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-10-2008	View Document
12B of UGC	03-10-2008	View Document

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

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

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	Vikas Highschool Marg, Kannamwar Nagar-2, Vikhroli (E),	Urban	1.386	5611.8

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 And Accountancy,	36	H.S.C.	English	1560	582
UG	BCom,Commerce And Accountancy, Accounting and Finance	36	H.S.C.	English	360	108
UG	BSc,Biotechnology,Biotechnology	36	H.S.C.	English	210	126
UG	BSc,Information Technology,Information Technology	36	H.S.C.	English	540	384
UG	BSc,Computer Science,Computer Science	36	H.S.C.	English	180	148
UG	BMS,Management Studies,	36	H.S.C.	English	360	325
UG	BVoc,Medical Laboratory Technology, Medical Laboratory Technology	36	H.S.C.	English	150	132
UG	BVoc,Media Production, Media Production	36	H.S.C.	English	150	31
UG	BA,Faculty Of Arts,	36	H.S.C.	English	360	189

UG	BSc,Faculty Of Science,	36	H.S.C.	English	360	67
PG	MCom,Commerce And Accountancy,Business Management	24	Graduation	English	120	7
PG	MCom,Commerce And Accountancy, Advanced Accountancy	24	Graduation	English	120	30
PG	MSc,Biotechnology,Biotechnology	24	Graduation	English	20	12
PG	MSc,Chemistry,Organic Chemistry	24	Graduation	English	20	12
PG	MSc,Information Technology,Information Technology	24	Graduation	English	80	32
PG	MVoc,Medical Laboratory Technology, Medical Laboratory Technology	24	Graduation	English	40	4
Doctoral (Ph.D)	PhD or DPhil ,Commerce And Accountancy,Commerce Public Policy Administration	36	Post Graduation	English	8	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				1				16			
Recruited	1	0	0	1	0	1	0	1	5	1	0	6
Yet to Recruit	0				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				106			
Recruited	0	0	0	0	0	0	0	0	21	32	0	53
Yet to Recruit	0				0				53			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				17
Recruited	4	2	0	6
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				21
Recruited	19	2	0	21
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				12
Recruited	9	3	0	12
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	1	0	2	0	0	4
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	2	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	6	0	8
M.Phil.	0	0	0	0	0	0	1	3	0	4
PG	0	0	0	0	0	0	18	23	0	41
UG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	6	3	0	9

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	1296	0	0	0	1296
	Female	796	0	0	0	796
	Others	0	0	0	0	0
PG	Male	42	0	0	0	42
	Female	55	0	0	0	55
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	432	450	382	355
	Female	245	294	279	276
	Others	0	0	0	0
ST	Male	16	14	6	6
	Female	9	11	7	8
	Others	0	0	0	0
OBC	Male	191	197	198	207
	Female	136	150	139	113
	Others	0	0	0	0
General	Male	956	1018	900	884
	Female	530	577	509	559
	Others	0	0	0	0
Others	Male	58	79	70	69
	Female	46	45	31	34
	Others	0	0	0	0
Total		2619	2835	2521	2511

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	• The vision of the college is to be an accredited, autonomous and proactive Centre for excellence. This combines knowledge with innovation leading to all-round development of students, especially belonging to the underprivileged sections of the society in their chosen area of specialization. •The College is affiliated to the University of Mumbai and follows the syllabi as prescribed by the affiliating University. As the University of Mumbai has initiated NEP-2020 implementation, the college is contributing to the process as one of the cluster lead colleges of the University. Apart from this, - In B.Com. programme, Computer Programming is offered as a course at SY level and Computer

	Systems and Applications is offered as a course at TY level. - Communication Skills in English is offered as a course at FY level of B.Sc.I.T. B.Sc., Biotech. - Environmental Studies is one of the courses taught at FY level of B.Com. - Bioinformatics is an interdisciplinary field that develops methods and software tools for understanding biological data, in particular when the data sets are large and complex. - The college offers M.Sc. Biotechnology programme which includes Bioinformatics as one of the courses taught. - The college offers B.Voc. Media Production which is an interdisciplinary programme encompassing skills in media technology, computer graphics as well as an awareness of history, literature, cinema and other media. - The course Foundation Course at First and Second Year of every programme offered by the College, aims at introducing the learners to the areas and systems of knowledge belonging to other streams. e.g. Foundation Course in B.Com programme includes knowledge of Science, Foundation Course in B.Sc. programme includes Human Rights as a topic which belongs to the discipline of humanities. - Syllabus of B.Voc. MLT includes project work in the area of community engagement e.g. Study of arterial blood gas analysis & correlation of metabolic acidosis with chronic kidney diseases. - Syllabus of Foundation Course as compulsory paper includes community oriented project work e.g. Problems of housing in Urban Areas, Urbanization and human health in urban India. - Programmes of B.Voc. Media Production and B.Voc. MLT allow the students multiple exits as follows. First Year B.Voc. – Diploma Second Year B.Voc. – Advanced Diploma Third Year B.Voc. - B.Voc. Degree
2. Academic bank of credits (ABC):	• The college being affiliated to University of Mumbai follows all the directives of the university. The university circular dated 21st October 2022 instructed all the affiliated colleges to create awareness among the students and encouraged them for generating their Academic Bank of Credits (ABC) IDs and to generate their IDs. • Accordingly the students were oriented to generate their ABC IDs with all necessary guidance including providing them with links to the YouTube videos that showed how to generate ABC ID. • Students facing problems due to

	not having Aadhar card, were motivated to avail their Aadhar ID at the earliest. They were also informed to keep their mobile no. updated so that change of phone no. should not create any problem in their availing the digilocker. • All the steps for generating ABC ID as instructed in the university circular were conveyed to the students. The college keeps on sending the data relating to students' ABC IDs to the university as and when updated. • The college is thus contributing to generation of master data for e-repository of the Academic credits of the students.
3. Skill development:	• The syllabi of programmes offered by the college include Skill/ Ability Enhancement Course component. • The college offers B.Voc. (Media Production) and B.Voc. (MLT) , M.Voc. (MLT) programmes which are financed by UGC as a part of National Skills Qualifications Framework Scheme. • Department of Information Technology and Computer Science conducts different activities like digital learning with IBM, New Age Entrepreneurship for Women, Data Management, Joy of Computing Using Python, etc. • During the pandemic, a series of inter departmental online skill development lectures was conducted wherein the students from different departments were educated with computer skills, communication skills and soft skills as well as other such skills. • Dept.of English conducted an online certificate course in Communication Skills in English during pandemic. • Future workspace skills training program, special course in employability skills was organized for girls students of TY classes of all faculties in association with American India Foundation and Dell Technologies. The participants were certified by National Skill Development Corporation (NSDC) and Dell Technologies.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	• Courses like Political Science, Economics, History and Foundation Course in BA programme are taught in Marathi in addition to English. Question Papers of these courses are set in both the languages and students are allowed to write answers in any of the two languages. • Marathi and Hindi languages are taught as a compulsory course at first year BA. History is one of the courses taught at FY and SY level of BA programme. It includes different aspects of Indian culture. • Due to the pandemic, maximum of teaching, learning happened online in the academic

	years 2020-21 and 2021-22. • A session on Indian Knowledge System was organized as a part of the seminar on 'Outcome Based Education and NEP-2020'
5. Focus on Outcome based education (OBE):	• Students from Dept. of B.Voc. MLT are involved in Blood Donation Camps at different places in Mumbai. This gives them a hands on experience in the area of Medical Laboratory Technology thus contributing to achievement of the objective of outcome based education. • Online certification course was conducted in "IBM Open P-Tech" in association with aspire for her. Apart from this, different other sessions and workshops are also conducted by the department. • Project work and internship are a part of teaching learning process of many programmes. Foundation Course which is a compulsory course at First and Second year level of all the programmes includes project work as part of internal assessment. • The achievement of POs and COs is assessed by the Heads of the Departments through informal discussions with the students. • The teachers assess it through question answer sessions, project work, assignments etc. • The Principal also assesses the achievement of POs and COs through his informal discussion with students and during the meetings with the HoDs. • For enlightening the teachers regarding NEP-2020, a seminar on Outcome Based Education and NEP-2020 was organized • A workshop on Mapping and Attainment of POs and COs in Higher Education was organized for the teachers.
6. Distance education/online education:	• There are distance learning centres of Yashwantrao Chavan Maharashtra Open University and Tilak Maharashtra Vidyapeeth in the college premises where programmes like B.A., B.Com., B.B.A., B.C.A., M.C.A, and M.B.A. are offered in distance mode. • During pandemic, teaching-learning as well as examination happened online. • Post announcement of permission to start the offline classes after pandemic, teaching leaning started in blended mode, i.e., the students who could attend the offline classes were taught offline in the classroom and those who could not due to being in the quarantined zone, joined the classes online. • Examinations, as per the guidelines of the university, took place in offline as well as online mode after the lockdown was released. • Some of the teachers wrote

| | self learning material for the students enrolled at the Institute of Distance and Open Learning, University of Mumbai. • Microsoft Teams meeting software was used for online teaching learning. Google Classroom was used for exchanging notes. • Google forms were used for submission of project reports as well as for submission of entries by participants in the online cultural festival. • Teachers have developed e-content in the form of You Tube video lectures for the distance education centre of the University of Mumbai. • Teachers have completed Faculty Development Programmes in Development of e-resources for teaching. |

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	• Yes. There is Electoral Literacy Club set up in the college with the teacher as well as student members.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	•Yes. There is Electoral Literacy Club set up in the college with the teacher as well as student coordinating members appointed by the college. Yes. ELC is functional.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	• 1.Voters' Awareness Programme was organized for students. 2. An online survey was conducted to determine the percentage of students having registered as voters 3. The National Voters' Day is celebrated every year by the ELC in the form of organization of awareness programmes, interactive session, etc.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	• The National Voters' Day is celebrated every year by the ELC in the form of organization of awareness programmes, interactive session, etc. • Students are given oath to uphold the democratic traditions of the country and the dignity of free fair and peaceful elections, and to vote in every election fearlessly and without being influenced by consideration of religion, race, caste, community, language or any inducement. • Students are made aware of their role and responsibility as a voter in the democratic set-up of

	the governance. • An online survey was conducted to know the percentage of students having registered as voters. On the basis of this survey, an online awareness session was organized wherein the Election Commission officer educated the students regarding the importance of students' enrollment as voters and their roles, rights and responsibilities as voting citizens of the country.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	• 63.8% of total students are yet to be enrolled as voters in the electoral roll. The ELC conducts sessions as a part of voters' awareness programme wherein the students are explained the importance of their right as voters and are motivated to register in the electoral roll as well as to cast vote.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2617	2832	2513	2507	2611

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 134

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
75	73	70	72	78

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
538.95	404.4	380.05	502.79	414.71

File Description	Document
Upload Supporting Document	View Document

26-10-2024 08:59:20

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

- The college is an affiliated college of University of Mumbai.
- The process of curriculum planning and delivery of all the programmes takes place at the level of the affiliating University and the curriculum is forwarded to all the affiliated colleges for implementation.
- The process of curriculum planning involves the following steps at the level of the university under the guidance of Board of Studies, expert committees (Syllabus Framing Committees) are constituted for each course.
- Expert committee obtains feedback from various stakeholders as a part of curriculum planning.
- The framed curriculum is forwarded to the Board of Studies in the concerned subject for approval after necessary modifications, additions, deletions, if any.
- Board of Studies submits it to the academic council for formal approval.
- University forwards the approved curriculum to affiliated colleges for implementation.
- On the basis of curriculum and term plan of university, academic calendar of the college is prepared at the beginning of the academic year in consultation with all the departments.
- Academic calendar of the college along with university curriculum, academic and examination schedule is communicated to the students at the beginning of the academic year through college website, notices, prospectus and digital media like what's app groups.
- The college executes the term wise teaching, learning and evaluation process as per the academic calendar accommodating the alterations and modification in the schedule, if any, by the university.
- Entire process of academic progress of the college is monitored by head of the departments at the department level and the academic coordinators at the college level.
- Guidelines of the affiliating university are followed in implementing the continuous evaluation process
- The college conducts internal assessments at the departmental level following different methods such as class test, assignment, paper presentation, project work etc.
- Term end /semester end examinations are conducted at college level as well as at the University level as per the time schedule and guidelines of the affiliating university.
- Periodical meetings are conducted at the departmental level and monthly meetings of heads of the departments are conducted by the principal to plan and review the activities.
- During the pandemic, college used following technology for effective curriculum delivery and evaluation
- E-platform of Microsoft team was used across the departments for engaging online lectures.
- YouTube videos were used for delivery of curriculum.
- E- Platform like Google classroom was used to provide study material as well as for submission

of assignments.

- Proctor enabled software was used for conducting college level as well as university level examinations and assessment. – What's app and telegram groups of students were created for effective communication.
- Online sessions were conducted for facilitation of the newly introduced mode of examinations and online viva was conducted for assessment.
- Various stakeholders are involved in the process of curriculum up gradation in the form of feedback obtained from them on the existing syllabus. Feedback is conveyed to the university.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 66

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 2.78

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
307	6	0	51	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

The college offers 10 undergraduate, 6 post graduate and 1 Ph. D. level programmes. Crosscutting issues are integrated into the curriculum as follows:

Professional Ethics:

- 321 modules in 149 courses across 15 programmes are embedded with Professional Ethics as a major area.
- Modules like Management and Professionalism Ethical Practices and Corporate Governance, Corporate Social Responsibility, Web-Based Password Cracking Techniques in different courses cover Professional Ethics as an important area.

Institutional Efforts:

- 8 workshops/ webinars on various aspects of research methodology covering research ethics
- 1 webinar and 1 national seminar on Intellectual Property Rights

Institutional Practices:

- Use of only licensed versions of softwares for purposes of automation
- Additional online courses offered free of cost covering Professional Ethics.

Gender:

- 38 modules in 25 courses across 09 programmes include gender as a basic area of knowledge.
- All programmes include Foundation Course as a compulsory course that creates awareness among students relating to gender equality and gender sensitization.
- Modules like Feminism and Multi Culturalism, Concept of Disparity, etc. cover gender equality and gender sensitization.

Institutional Efforts:

- Ten interactive session/webinars by Women Development Cell promoting gender equality, gender sensitization, women empowerment, etc.
- Additional online courses offered to the girl students

Institutional Practice:

- Co-education system

Human Values:

- 153 modules in 75 courses across 11 programmes include human values as a major area.
- Modules like Human Values and Professional Ethics : Natural acceptance of human values, Definitiveness of Ethical Human Conduct, etc. cover Human Values.

Institutional Efforts:

- NSS volunteers' assistance in Pulse Polio Immunization Drive.
- During the pandemic years, students of B.Voc. (MLT) participated in RT-PCR processing and Antigen Testing. They were appreciated by the NGOs as Covid Warriors.
- Distribution of Mask and Sanitizers in the neighboring under privileged localities during pandemic.

Institutional Practices:

- Achievement of institutional objective through practices like facilities of frees hip, scholarship, concession to pay the fees in easy installments, etc.
- Promotion of Gandhian values through activities of Gandhian Study Centre
- Celebration of days of national and social importance inculcating values like justice, nationalism, etc.
- National Song is played every day.
- Outreach activities like blood donation, cleanliness drive, participation in pulse polio immunization drive, rural development camp, etc.
- Rural development residential camp at Vangani by NSS unit helping villagers in cleaning the village and their problem of water shortage by constructing Bund, etc.

Environment and Sustainability:

- 266 modules in 118 courses across 13 programmes deal with environment and sustainability.
- Modules like Dealing with environmental concerns, Ecology, etc. cover environmental sustainability.

Institutional Efforts:

- Two webinars addressing the environmental concerns
- Installation of solar panel
- Use of LED bulbs

Institutional Practices:

- Tree plantation drive
- Funded minor research project sanctioned by University of Mumbai on '**Zero wet waste management of campus'**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 48.15

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

Response: 1260

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 63.89

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
991	1274	863	1074	1176

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

2022-23	2021-22	2020-21	2019-20	2018-19
1690	1690	1690	1670	1678

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 34

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
405	423	385	401	435

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

2022-23	2021-22	2020-21	2019-20	2018-19
1044	1317	1320	1304	1041

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 34.89

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The teaching-learning process in the college is enriched with

Experiential Learning:

Academic project is a specific course as well as a part of course in

- M.Com.
- M.Sc. (IT)
- M.Sc. (Chemistry)
- M.Voc. (MLT)
- B.M.S.
- B.Com.(A/c and Finance)
- B.Sc. (IT)
- B.Sc. (CS)
- B.Voc. (MLT)
- B.Voc. (Media Production)
- M.Sc. (Biotechnology)
- B.Sc (Biotechnology)
- B.Sc.
- B.Com.
- B.A.
- B.Voc. (Media Production)

Experiential learning takes place effectively through academic projects using the **ICT tools** like

- Internet
- Power Point Presentations
- Computer Software relating to Bioinformatics
- Computerized Instruments like X-Ray machine, MRI machine, ECG machine
- Computerized Media Laboratory
- Media Studio

Internship is a specific course and a part of course in

- B.Voc. (MLT)
- M.Voc. (MLT)
- M.Sc. (Biotechnology)
- B.Sc. (Biotechnology)
- B.Voc. (MLT)
- Use of the following computerized tools makes internship more effective
- Flow Cytometry for Detection of Foreign Antigen
- Polymerase Chain Reaction (PCR) For Detection of Virus

Field Visits/Industrial Visits though not mandatory part of curriculum, is introduced in

- B.Com (Accounting & Finance)

- B.M.S.
- B.Sc.
- B.Sc. (IT)
- B.Sc. (CS)
- B.SC. (Biotechnology)

Practical Sessions are a mandatory part of curriculum in

- B.Sc.
- B.Sc. (IT)
- B.Sc. (CS)
- B.SC. (Biotechnology)
- B.Voc. (MLT)
- B.Voc. (MP)
- M.Sc. (chemistry)
- M.Sc. (IT)
- M.Sc. (Biotechnology)
- M.Voc. (MLT)
- B.Com.

Following **ICT based** tools make practical sessions effective

- Computer software for Biotechnology
- Computer Laboratories
- Computerized Media Laboratory and Studio.
- Tally Software for Hands on Experience

Editing of magazines provides an opportunity for training in creative writing, editing and publication.

- **Rangsandhya**
- **Havi Havi shi Haak**
- **Biotech- News and Views**
- **Business Proposal writing** in B.Sc. (Biotechnology) provides hands on experience to the learners in identifying business gaps enabling them to evaluate marketing strategies, product qualities etc.
- Use of internet and Power Point presentation enhances the learner experience in business proposal writing.

Participative Learning:

- **Seminars by Students** on various in topics
- **Interactive Sessions /Workshops/ Webinars by Experts** provide the students with an opportunity to participate in the discussion,
- Use of internet and PowerPoint presentation for these seminars and webinars enhances the experience of learning.
- **Debate/ Classroom Discussions** are a regular practice in the classrooms wherein learners are involved in the discussions relating to the topics.

Problem Solving:

- **Case study** is a part of curriculum in B.M.S. and B.Com.
- **Quizzes** relating to topics in curriculum are conducted . During pandemic, it was done online. Use of Google forms made it an effective ICT based methodology.
- **Problem Solving** is a common method for application of theory taught, Mathematics and Accountancy.
- Computerized tools like RTool and SciLab are used for this purpose.
- **Listening and Speaking Skills Exercises in English** are developed using smart phone app developed by Orient Longman and YouTube videos.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 85.19

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
95	73	72	96	96

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 27.99

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
23	23	20	20	17

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Mechanism of External / Internal Assessment and Evaluation :

- The college communicates the mechanism and parameters of assessment prescribed by the affiliating University to the students through College website (through link to the University circular), College prospectus, Induction programme at the beginning of the academic year and the College library webpage.
- Assessment procedure is periodically reminded to the students by the subject teachers, teacher mentors and the Heads of Department
- As a continuous process, the college help desk assists the students periodically in clarifying their examination related queries and updates on the assessment systems.
- As per the guidelines of the affiliating University, the mechanism and design of internal as well as external assessment is within the purview of the college.

Internal Assessment :

- Subject teachers communicate the assessment pattern, question pattern, question bank etc..
- Practice sessions are conducted to enhance the subject knowledge and writing skills.
- Schedule of internal assessment is fixed by the concerned department as per convenience but within the prescribed rules.

External Assessment :

- Entire process and time schedule of external assessment as prescribed by the University is communicated to students through notices in physical form as well as displayed on the University and College website.
- Subject teachers periodically update students regarding the time schedule, examination guidelines, question pattern, etc..
- Practical examination and evaluation of academic project are conducted by the external examiners appointed by the University. Time schedule for the same is communicated with prior intimation to the students.
- University has cluster monitoring mechanism for communication and effective conduct of examination.
- For an effective and time bound assessment of examination papers, On Screen Marking mechanism is followed.
- All notifications and guidelines from the University are followed to ensure timely declaration of the results.

Grievances Redressal Mechanism :

- Grievance redressal mechanism is prescribed by the affiliating University which is communicated to the students through prospectus and website .
- All precautionary measures are followed for time bound redressal of grievances related to evaluation and assessment.
- Unfair Means Enquiry Committee, formed as per the guidelines of the University, handles and resolves all unfair means cases.
- Revaluation mechanism addresses students' grievances relating to evaluation.

Others :

- Display of mechanism for assessment, evaluation, grievance redressal and its time limit etc at prominent places in the college premises and communication of the same to parents in Parents'-Teacher's meetings
- Distribution of grade cards during parents meeting
- Online mechanism during pandemic for transparency in effective communication and grievance redressal.
- Appointment of floor supervisors to ensure smooth conduct of examination
- Display of rules of unfair means, provisions and consequences at prominent places during the examination
- Communication of necessary examination guidelines through examination hall ticket and on the cover page of examination answer sheet.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

- The college is affiliated to University of Mumbai and offers 17 programmes with total 626 courses designed by the affiliating University.
- The objectives, as well as outcomes, are defined by the University as a part of the syllabus.
- In order to communicate it to the students and other stakeholders, these POs and COs are displayed on the website of the college.
- Apart from this, teachers explain these at the beginning of the academic year and during the teaching-learning process in the classroom.
- Timely guidance to the departments regarding the POs and Cos is provided by the IQAC by organizing various workshops, seminars, webinars, induction and Faculty Development Programs.

Source for dissemination of POs and COs

1. Website
2. Orientation Program
3. Regular Classes and discussion
4. Parent teacher Meeting
5. Library
6. Departmental Notice Board

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of POs and COs are evaluated in the following ways:

- Calculation of attainment of POs and COs through result analysis directly
- Feedback obtained from faculties of all the department of college and stakeholders
- Continuous monitoring and vigilance by Principal through result analysis and teachers feedback
- Continuous internal evaluation, assessment of students, timely syllabus completion and effective mentoring by teachers

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

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 80.79

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

2022-23	2021-22	2020-21	2019-20	2018-19
336	842	776	679	417

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

2022-23	2021-22	2020-21	2019-20	2018-19
748	859	816	740	612

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.76

File Description	Document
Upload database of all students on roll as per 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: 0.65

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)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0.65	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college has initiated following steps to create an ecosystem for innovation:

- The college has Research Development Committee as per the UGC norms.
- The Research Development Committee, in association with the IQAC, has organized 12 workshops/seminars on Research Methodology and Intellectual Property Rights. It is a regular practice to conduct such seminars for the teachers as well as students to inculcate the culture of research. Two of these webinar/ seminars on Intellectual property rights were organized in association with RGNIIPM, Nagpur
- As a step towards preparation for the implementation of NEP-2020, a seminar on Outcome Based Education and NEP-2020 wherein a session on Indian Knowledge System was organized.
- The college has a recognized Ph.D. research centre in the faculty of Commerce (since 2014) with sanctioned strength of 8 scholars.

- The centre provides required facilities and amenities as per the norms to initiate the research work.
- Three scholars have been awarded Ph.D. by University of Mumbai.
- Members of Research Development Committee take initiative to inculcate research aptitude among the students and teachers.
- Research Development Committee reviews the Research/Project work programme wise from time to time and guides the students in the same.
- Inclusion of research / project work in the curriculum is a step towards creation of ecosystem for generating innovative ideas in the institution.
- 13 programmes offered in the college include project work/ internship.
- Faculties are involved in minor research projects.
- Students are also involved in independent research projects at the departmental level.
- Faculties are encouraged to publish their research work in journals/ books.
- Havihavishi Haak, a wallpaper magazine encourages the students to publish their creative writing.
- Rang Sandhya, the college magazine is a platform that provides the students with a platform to publish their creative writing.
- Various events in the annual cultural festival, Jallosh, contribute to incubation of creative talents among the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 12

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

2022-23	2021-22	2020-21	2019-20	2018-19
07	00	02	01	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0.04

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
04	01	00	01	00

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

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: 0.07

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	08	02	00

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Blood Donation:

- NSS unit organizes Blood Donation Camp inside the campus to commemorate the death anniversary of Late Dr. Datta Samant, founder chairman of the college on 16th January, every year.
- In 2018-19, the college was awarded Certificate of Appreciation and Highest Blood Collection Trophy by University of Mumbai (NSS) jointly with Lions Club of Millennium, Mumbai.
- In 2022-23, the college was awarded Certificate of Appreciation and memento of Appreciation for Highest Collection of blood units by University of Mumbai (NSS) in association with Maitribodh Parivaar-NGO, Mumbai.
- Students of B.Voc. (Medical Lab Technology) assist the technical team in various blood donation camps organized in and across the city.

Cleanliness Drive:

- The cleanliness drive conducted by the NSS unit every year in the neighboring area ensures a clean and hygienic environment for the citizens in the locality.
- NSS unit of the college has adopted the campus for supervision of cleanliness.

Tree Plantation:

- Tree plantation drive, every year, inculcates a responsible eco-friendly, and sustainable approach among the students thus ensuring enrichment of the surrounding environment.

- Every year, in association with Municipal Corporation of Greater Mumbai and local NGO, the NSS unit undertakes Tree Plantation Drive in the vicinity.

Youth for Rural Development Camp:

- NSS unit has adopted Vangani, a village in Thane district.
- Rural development residential camp is organized every year at Vangani. Volunteers help the villagers in cleaning the village, educate them on health and hygiene, solve their problem of water shortage by constructing bund, etc.

Awareness Programme for Election:

- As per the directions of the Govt. of Maharashtra, the NSS unit of the college

- organizes election awareness programmes
- assists the local election unit in registration of new voters

Medical Aids and Assistance:

- Under the supervision of a trustee of the parent body who is a qualified medical practitioner, the college has a medical advisory centre for the students, teachers and parents.The centre is supported and assisted by Department of Medical Laboratory Technology..
- NSS unit assists Brihanmumbai Municipal Corporation in Pulse Polio Immunization Drive.
- During pandemic, students of B.Voc. (MLT) participated in RT-PCR processing and Antigen Testing. They were appreciated as Covid Warriors.
- During pandemic, NSS volunteers distributed Masks and Sanitizers in the neighboring under privileged localities.

Other Activities:

- During Ganapati festival and particularly on the day of immersion, NSS unit assists Mumbai Police in traffic control, maintaining discipline and law & order.
- Various student bodies and alumni association organize various festive events like Ganapati Festival, Navratri, Kojagiri Pornima, dahi handi in the campus for the students, parents and citizens in the locality and other socio-cultural events like Sangeet Sandhya in association with V.S. Matkar Sangeet Vidyalay, a sister concern.
- The NSS volunteers actively contributed to the task of donating daily need-based items to the flood-affected people in Sangli and Kolhapur in 2019.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Students from B.Voc. (MLT), during Covid-19 Pandemic, were involved in Covid survey, RT-PCR processing and vaccination services which were recognized in the form of following awards/ recognitions:

Sr. No.	Academic Year	Award	Name of Beneficiary	Awarded by
1	2018-19	Certificate of Appreciation for highest collection of blood bottles for Blood Donetion	NSS unit	University of Mumbai (NSS) & Lions club of Millennium
2	2020-21	Covid Warrior	Roshni Pasi	Sanative Remedies Pvt.Ltd
3	2020-21	Covid – 19 Yoddha	Roshni Pasi	Satkarm Foundation
4	2020-21	Thane Citizen Gourav Puraskar	Roshni Pasi	Thane Citizens Foundation & Maharashtra Go Green Foundation
5	2020-21	Covid Warrior	Roshni Pasi	Human Rights & R.T.I Department, Thane Congress
6	2020-21	Covid Yoddha Sanmanpatra 2021	Roshni Pasi	Prerana Foundation
7	2020-21	Covid Yoddha Sanmanpatra	Komal Gopal Saroj	Mira-Bhainadar Mahanagarpalika, Prabhag Samiti No. 2
8	2020-21	Certificate of Appreciation for high level of commitment & dedication in the fight against the Covid-19 Pendamic	Pratibha A. Swamy	Reliance Life Selences
9	2020-21	Covid Yoddha Sanmanpatra	Sahil S. Pawar	Muncipal Karmachari Kamgar Sena, Mumbai.
10	2020-21	Covid Yoddha Sanmanpatra	Pradeep Chavan	Janshakti Yuva Sanghatana, Maharashtra Rajya, Mumbai.

11	2020-21	Certificate of Appreciation as a Carona Warrior	Shabnoor Abdul Aziz Shaikh	NSCIDOME COVID JUMBO FACILITY, WARLI, MUMBAI
12	2020-21	Certificate of Appreciation for contribution and support in providing healthcare services to the patients in this disastrous pandemic period of Caronavirus.	Suad Khan	BURHANI HOSPITAL, MUMBRA
13	2022-23	Memento and certificate of appreciation for remarkable work towards collection of blood units at college campus	NSS Unit	University of Mumbai, National Service Scheme in association with Maitri Bodh Parivar-NGO

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 18

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

2022-23	2021-22	2020-21	2019-20	2018-19
05	01	02	05	05

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 15

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution is situated in a central suburb of Mumbai and functions from a campus area of 1.39 acres. To impart higher education to the underprivileged sections of society, with the motto of 'Earning and Learning', the college was established as a **Night College** with conventional programmes such as B.A. and B.Com.

To meet the demands of changing times, in due course, 15 (one five) more professional and vocational programmes (both UG and PG) added. This demands multiple use of available infrastructure and optimum utilization of resources.

Classrooms:

- 26 well-ventilated and spacious classrooms with supportive learning resources and adequate seating arrangements for a varying capacity of 60 to 120 students
- Green boards/whiteboards in all classrooms
- Wi-Fi connection in all classrooms
- Classroom Wireless Amplification System in big size classrooms

Seminar Hall:

2 ICT-enabled seminar rooms with

- Audiovisual facilities
- Smart Board
- Wi-Fi connection

- Conversion of large classrooms into seminar rooms as per the requirement with the temporary arrangement of ICT tools

Laboratories:

- 15 various laboratories fully equipped with all advanced equipments,

Auditorium:

Auditorium measuring 5709sq.ft. with a seating capacity of 400 people widely used for cultural activities, students gatherings, seminars, conferences, symposia, workshops, guest lectures

Playgrounds:

- 2 playgrounds and access to the adjacent playground of Brihanmumbai Municipal Corporation

Gymkhana:

- Gymkhana with indoor game facilities separately for boys and girls
- Access to the yoga centre in the premises run in association with Ambika Yog Kutir, a local NGO
- Facility of the indoor game provided in the boy's common room as well as girls' common room

Library:

- The library, spread across an area of 2047 sq. ft. is enriched with
- Reference Books – 14978
- Text Books – 31786
- E-Books – 32 lakhs
- Journals & magazines - 40
- E-Journals- 6000+
- Newspapers- 18
- E-Newspapers- 18
- Reading room accommodating 100 students and 10 faculties at a time
- Stack room to facilitate open access system

ICT facilities:

Provision of ICT facilities on the premises for effective teaching and learning:

- LCD projectors - 10
- Computers- 196
- Printers- 18
- Scanner- 01
- Barcode Scanner-02
- Laptop-03
- Server-03
- Campus Wi-Fi
- 4 reprographic machines + 2 copiers in the examination room
- Molecular biology devices, such as the Gel Document System, to analyze electrophoresis procedures and to generate DNA bands for hybridization (southern blotting and other blotting techniques)
- Polymerase Chain Reaction (PCR) machine for DNA amplification.
- 3V vision camera for microscopic observation of slides, photo capture and microscopic vision display on the computer screen

Other Facilities:

- Girls Common Room.
- Medical Advisory Centre
- Canteen with spacious seating arrangement
- Hygienic Rest Rooms
- Fire fighting system with fire extinguishers on every floor
- Elevator with the provision of a wheelchair for Divyangjan
- Solar Panel
- Bore well
- Generator
- 65 CCTV cameras with a capacity of 60 days of storage
- Server room for backup
- Biometric system

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 3.57

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
26.32	29.71	1.28	9.23	13.42

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

1. Integrated Library Management System:

The college library is automated using ILMS software SOUL 3.0.1 that manages defined functional area as follows: -

- **Acquisition:**

- Selection Verification
- Vendor assignment
- Ordering
- Acquiring
- Accessioning

- **Cataloguing**

- Retrieval of information
- Bibliographic details (Title, Author, Publisher, edition, ISBN etc. in MARC-21 format)

- **Circulation**

- Borrower Membership
- Issue / Return of Books
- Generating various reports
- Reissuing
- Reserving

- **Online Public Access Catalogue:**

Simple Search

Boolean Search

Advanced Boolean Search

- **Bar-coding**: A facility for bar-coding generation is provided which is designed and used for books as well as the user's library card and identity card for circulation and member log-in.

2. Subscription to e-resources:

The library has active membership of INFLIBNET, N-LIST consortia and provides 6000+ e-journals and 3200000+ e-books on various subjects. These resources are available via remote access. Login ID and password are provided by the college Library through the INFLIBNET Centre.

- **Library Website:** A separate web page is available on the college website in Google Sites to update the library resources regularly.

3. Amount spent on purchase of books/journals

Year	Books	Journals/Magazines	Newspapers	E-resources	Total
2022-2023	215268	84594	8576	5900	314238
2021-2022	135902	32000	---	5900	173802
2020-2021	138890	25300	--	5900	170090
2019-2020	385593	82187	19412	5900	493052
2018-2019	790475	65900	21493	5900	883748

4. Per Day Usage of the Library:

Year	Students Usage	Teachers Usage	Total	Average Per Day Usage
2022-2023	28039	1057	29096	101
2021-2022	599	56	655	09
2020-2021	00	00	0	00
2019-2020	22546	1054	23600	81
2018-2019	24141	1434	25575	88
			78926	**84**

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

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

- The college has 5 well equipped computer laboratories consisting of 162 computers, 1server and has software packages as per the curricular` needs.

SR.NO.	NAME OF THE LABORATORY	NO. OF COMPUTERS
1.	B.VOC.(MEDIA PRODUCTION)	12
2.	COMPUTER SCIENCE LABORATORY-1	40
3.	COMPUTER SCIENCE LABORATORY-2	40
4.	COMPUTER SCIENCE LABORATORY-3	24
5.	COMPUTER SCIENCE LABORATORY-4	23
6.	COMPUTER SCIENCE LABORATORY-5	24
7.	LIBRARY	10
8.	ADMINISTRATION	15
9.	IQAC	02
10.	DEPARTMENT OF PHYSICS	01
11.	DEPARTMENT OF CHEMISTRY	01
12.	DEPARTMENT OF BIOTECHNOLOGY	01
13.	MEDICAL LABORATORY TECHNOLOGY	01
14.	RESEARCH CENTRE	02
	TOTAL	196

- A full-time engineer for hardware maintenance ensures regular up-gradation of I.T. facilities.
- The internal college website committee coordinates to look into the updates of the college website regularly which is monitored by the IQAC.
- Antivirus software **is** installed across all Computers to protect the data from malicious attacks.
- SOUL-licensed software in the library is frequently updated by INFLIBNET.
- Various licensed software including Microsoft Office, MS Visual Studio Pro 2015, Tally ERP and Quick Heal Antivirus Software, Linux OS (freeware software), C, C++, and JAVA get automatic updates and Windows OS is set in auto-update mode.
- Annual campus agreement is signed by the institution for licensed software of Microsoft. The software gets automatically updated.
- During pandemic, all teaching-learning took place online. Licensed software of Microsoft Teams was purchased for online meetings.
- The entire campus is under CCTV surveillance and the system is maintained through an Annual Maintenance Contract (AMC).
- 14 printers, 4 scanners, 8 projectors, and 4 Photocopy machines are maintained through the Annual Maintenance Contract.
- The bandwidth of internet connection is 300Mbps. Every year it is upgraded as per the requirement.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 15.58

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 168

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 9.5

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)**

2022-23	2021-22	2020-21	2019-20	2018-19
47.78	41.69	21.92	22.62	78.83

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 14.62

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
342	368	390	373	439

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 10.03

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

2022-23	2021-22	2020-21	2019-20	2018-19
373	102	706	78	53

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 15.02

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
34	85	120	145	74

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
336	842	776	679	417

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.08

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

2022-23	2021-22	2020-21	2019-20	2018-19
01	01	00	00	00

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.3 Student Participation and Activities

5.3.1

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

Response: 2

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

2022-23	2021-22	2020-21	2019-20	2018-19
02	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

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

Response: 1.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
02	01	01	02	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the 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 alumni of the college contribute to the functioning as follows:

Involvement of Alumni in Functioning of College				
Administrative Decisions	Career Counseling	Extension Activities	Cultural and Sports Activities	Feedback on Curriculum and Teaching
Dr. Kuldeep Singh Saun, Head, HR, ACC & Ambuja Ltd. is a member on the College Development Committee	Mr. Navin Reddy, an alumns, was the resource person for the national webinar on **Hyper Ledger Fabric IBM Block Chain Framework**	Every year, alumni volunteer for the cause of blood donation, rural development camp, etc.	Alumni are invited as the Chief Guest for the annual cultural fest and they also act as the judges for the Personality Contest conducted every year. Alumni who have significant achievements in the area of sports are invited on the occasion of Annual Sports Meet.	Feedback from alumni is obtained to know about their suggestions relating to the syllabus as well as teaching in the college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision: To be an accredited, autonomous and proactive centre for excellence, combining knowledge with innovation leading to an all-round development of students, especially belonging to the weaker sections of the society in their chosen area of specialization.

Mission: To reflect the vibrations of social aspirations in Education.

Objectives:

1. Light to those in darkness
2. Extending support to helpless
3. Guidance to the pathless

The institution is thus committed to social reformation through provision of higher education to the weaker sections of society, especially the economically backward classes and first generation learners.

- The parent body of the college, Vidya Vikas Education Society, was founded in 1962 by visionary social reformers to provide education to the weaker and underprivileged sections of society.
- Vidya Vikas Education Society's Vikas College of Arts, Science & Commerce, a night college started in 1986 in a central suburb of Mumbai, in a colony of industrial workers of Godrej and other companies with an objective of providing higher education to the industrial workers and their children with the motto of **"Earning while learning."**
- Founded by the Chairman Dr. Datta Samant, the trade union leader and Shri. P.M. Raut, educationist and recepient of Nationoal Award for teachers , with a mission of upliftment of working classes, the governing body of the college is a team of teachers dedicated to the cause of social reformation through higher education to the underprivileged.
- The parent body and the Principal, along with the staff contribute to the achievement of the vision and mission through a transparent, interactive environment thus motivating all the stakeholders to contribute to the decision making process.
- Routine policy of the college is framed and monitored by the College Development Committee (CDC) represented by various stakeholders.
- 3 representatives from the parent governing body
- 4 local representatives from the area of industry, research, education and social service
- 4 teachers' representatives from various faculties
- 2 non- teaching representatives including class 4 employees

- Payment of fees is never a bar for students to take admission as they are allowed to pay it in easy installments.
- Free ship / Scholarship as per the norms laid down by the Government
- Reservation as per quota
- Priority in admission to the local and weaker sections within the legal framework
- College library and reading room is kept open from 10 a.m. to 10 p.m. and on holidays and on Sundays considering the poor living conditions of the students that deprive them of adequate accommodation and space for studying.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

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

Response:

The college has statutory bodies in place like College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), Women Development Cell (WDC), National Service Scheme (NSS) committee, Students' Council, Special Cell, Backward Class Cell, Research Development Cell, Equal Opportunity Centre, College Governing Cell, DLLE cell, Anti Ragging Committee. The college administration is supported by various committees such as admission committee, examination committee, time-table committee, etc.

Institutional Policies:

- The institution follows broad-based policies framed by University of Mumbai, the Govt. of Maharashtra, University Grants Commission and other concerned regulating bodies.
- For the operational framework of the institution, the college follows the directives of the governing body.
- The routine financial and operational policies are framed by the College Development Committee from time to time.

Administrative Setup:

- For effective functioning of the institution, the college has a defined administrative body headed by the Principal.
- Entire policy framework designed by all the higher authoritative bodies is implemented by the

college administrative setup.
- For the purpose, the Principal is assisted by the Vice Principals and a team of co-ordinators.
- For academic administration, Heads of Departments and co-ordinators assist the Principal.
- The college has various statutory and operational committees and sub-committees for implementation of plans and policies.
- A team of supportive staff supports the system to implement the plans and policies at the routine level.

Appointment, Service Rules and Procedures:

- The appointments of teaching and non-teaching staff are governed by the service rules of the UGC, University of Mumbai, the Govt. of Maharashtra and the governing body of the college.
- The reservation policy of the government is followed.

Strategic and Perspective Plan:

- The college prepares its strategic and prospective plan periodically in conformity with that of University of Mumbai.

- The recommendations of the governing body, the CDC and the other stakeholders are accommodated in the periodical strategic and prospective plan.
- The administrative body of the college takes care and is responsible for an effective implementation of the defined prospective plan.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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 of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Welfare Measures:

Effective welfare measures and periodical performance appraisal system is a strong motivational factor to create positive attitude among the employees of the institute. The college has always prioritized the welfare of the teaching and non-teaching staff with the following measures:

- Academic achievements by the staff as well as meritorious and outstanding services rendered are appreciated in the form of felicitation in cash and kind.
- Dr. Datta Samant Free Medical Advisory Centre in the college campus offers free medical advice and consultancy to the faculty and the non-teaching staff.
- Employees are provided with loan facilities by Vidya Vikas Employees Credit Co-op Society Ltd. Hardship loan is provided in the times of emergency, The credit society also gives scholarship to the wards of teaching and non-teaching staff.

Performance Appraisal:

Self Appraisal- The college has a self appraisal mechanism as an initiative of the IQAC where

- The teaching staff prepare and submit their periodical self appraisal reports in the prescribed PBAS form of the UGC, with due approval from the Head of the Department.
- In case of non-teaching staff, a similar method is followed with a different self-appraisal format.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

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

Response: 0.82

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**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	03

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 13.21

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
08	09	23	26	01

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
26	28	28	29	28

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Mobilization of Funds:

A strategic plan on timely mobilization of funds from dependable sources ensures strategic utilization of funds for smooth functioning and optimal growth of an institution.

- The main sources for mobilization of funds are

- Grant –in –aid from Govt. of Maharashtra (Salary and Non-salary Grants)
- Grant from the UGC
- Fees from the students of self-financed courses
- Free ship / Scholarship from the State and the Central Government
- Contribution from the alumni
- Financial grants from University of Mumbai
- Contribution / financial assistance from local NGOs and philanthropists

Optimum Utilization of Resources and Funds:

An optimal and strategic utilization of sources of funds ensures strategic growth of the institution.

To ensure optimal utilization of resources and funds, the college follows a system of budget and budgetary control.

- Periodical departmental and operational budgets are prepared at departmental and operational level.
- Annual budget of the college is prepared by compiling and reconciling the departmental budget and operational level budgets by considering the available sources of funds.
- The annual budget is placed before the CDC (authorized body for financial management of the college) for approval.
- On approval of the budget from CDC, the budget is implemented for financial management and control.
- To ensure better financial management control, there is a provision for amendment of budget by CDC when required.

Internal and External Audit:

A system of audit certifies the effectiveness of a good governance and ensures identification of loopholes, if any.

- As a whole, the quantitative inflow and outflow of funds is monitored and controlled by the routine administrative team headed by the Principal.
- Internal audit of inflow and outflow of funds of the college is conducted by the governing body as a controlling mechanism.
- As a statutory requirement, the college has external audit system to monitor, control and to certify the accuracy of the financial transactions and statements by a qualified independent audit firm.
- The accounts, accounting statements and documents relating to the funds received under grant-in-aid scheme from the Govt. of Maharashtra are annually submitted to the Joint Director, Higher Education, Mumbai.
- The auditor from the office of Joint Director, Higher Education, Govt. of Maharashtra conducts annual audit of funds received under grant-in-aid scheme.
- In addition, all the accounts relating to the funds received under grant-in-aid scheme are periodically audited by the office of the Accounts General, Indian Audit and Accounts Dept,, Mumbai, Maharashtra.
- Accounts relating to any other specified funds received from specified sources / agencies are duly

audited by a qualified audit firm (Chartered Accountants) and submitted to the concerned sources/ agencies when and where required.

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

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Institutionalization of Quality Assurance Strategies and Processes:

The Mission, Vision and Objectives of the institution highlight a broad canvas of quality assurance encompassing the society at large. The IQAC is guided by this broad social outlook of the parent body.

Strategies of quality assurance are framed and implemented through processes governed for achievement of the objective, namely, empowerment of weaker sections in the society.

Initially a night college, the institution has thus extended its scope into a multi-disciplinary institution offering vocational programmes to address the needs of changing times. These advanced employable programmes are introduced to provide such opportunities to the underprivileged classes.

IQAC consistently reviews the college activities as follows:

- Periodical meetings with Principal and Heads of Departments to provide suggestions for enhancement of quality
- Qualitative measures suggested by the IQAC since the 2nd cycle of accreditation:

1. Teaching-Learning Processes

- **Vocational programmes financed by UGC as a part of National Skills Qualifications Framework Scheme:**

  B.Voc. (MLT)

M.Voc. (MLT)

B.Voc. (Media Production)

- Online courses free of cost in collaboration with Indian Institute of Technology, Powai, Infosys Springboard, Aspire for Her, ExelR
- Online skill development lectures during pandemic
- Future workspace skills training program for girls students
- Online certificate course in Communication Skills in English during pandemic
- Enhancement of ICT in teaching-learning-

1. Laboratory for Medical Laboratory Technology programmes, media laboratory and studio with latest computerized technology

2. Seminar hall

3. Online teaching-learning during pandemic

4. Access to e-resources by the library

5. National and international webinars during pandemic

6. Use of Google Classrooms, What's app groups for facilitation of teaching-learning process

7. FDPs in E-Content Development by faculties

8. E-content development by faculties

- One webinar and one national seminar on Intellectual Property Rights
- Research Initiatives:
- 8 workshops/seminars/webinars on Research Methodology
- 11 faculties awarded Ph.D. degrees since the second cycle of accreditation
- 9 research papers by faculties published in the UGC recognized journals
- 59 research papers by faculties published as chapters in books or in peer-reviewed/ refereed journals
- Publication of papers by students
- Organization of national/ international webinars/ seminars/ conferences

Structures and Methodologies of Operation

- ERP initiated for facilitating automation of Admission, Examination and Results, Library, Administration.
- Submission of PBAS forms by faculties to the IQAC for performance appraisal.
- Submission of Self appraisal forms by administrative staff for performance appraisal
- Faculties deputed to attend the orientation/ training programmes conducted by the University or similar such authoritative bodies
- Training programmes for administrative staff to update themselves on the automation of operations and methodologies

Learning Outcomes

- Submission of syllabus completion report by faculties
- Feedback from stakeholders on curriculum and learning outcomes.
- Review of achievement of learning outcomes by the Principal and the IQAC
- Feedback through informal discussions with students on learning outcomes
- Informal discussion by teachers with students in the classroom relating to learning outcomes

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The college has adopted a continuous approach by establishing committees tasked with promoting gender equity and institutional initiatives like organizing and celebrating national and international events.

INSTITUTIONAL INITIATIVE FOR PROMOTION OF GENDER EQUITY

1. **Women Development Cell (WDC):**

- In accordance with the guidelines from the Supreme Court, University Grants Commission (UGC), and the Sexual Harassment of Women at Workplace Act, the college has established a Women Development Cell.
- The WDC organizes frequent workshops and training sessions aimed at raising awareness among staff and students about gender-related matters, fostering a campus culture of inclusivity, and tackling subjects including gender sensitization, domestic violence, and sexual harassment.
- Dedication of the college to promoting female involvement extends to NSS activities, where a significant 60% of participating students are young women, highlighting commitment to empowering them through meaningful engagement.
- The college administration prioritizes women's empowerment, with a notable representation of women, holding eight out of fifteen key positions among the Heads of Departments/Coordinators.

Academic Year	Title of Event	Date
2018-19	Workshop on Self Defense for female students	11/10/2018-13/10/2018
	Workshop on Self Defense for female students	25/01/2019
	Interactive session cum workshop on Gender Sensitization	28/01/2019
	Interactive session on Domestic Violence and Sexual Harassment	29/01/2019
2019-20	A two-day workshop on "Pre-marital Counseling"	29/01/2020-30/01/2020

2020-21	Interactive session on Encompassing Gender: Gender Bias, Stereotyping, Gender Equality, and Woman's Rights	16/07/2020
2021-22	Webinar on Endometriosis - A Silent Epidemic	7/12/2021
	Online Awareness Program- Cyber Sakhi	10/03/2022
2022-23	Workshop on Self Defense	13/08/2022
	Workspace Skill Training Program	07/09/2022-13/09/2022
	Workshop on Building Relationships: Boosting a Healthy Society	08/03/2023

2. Online certification courses

In partnership with Aspire For Her, an NGO, the college offers free online certification courses empowering female students.

3. Internal Complaints Committee

- In accordance with UGC guidelines, the Government of India has introduced the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013. Under the auspices of the Vidya Vikas Education Society, the parent body, Internal Complaints Committee diligently addresses instances of sexual harassment.

4. Counseling Cell

- The cell provides support to students facing academic, personal, or interpersonal challenges.
- Trained professionals evaluate students situations and provide counseling, therapy, and behavioral support.

5. Others

- CCTV Surveillance:
- Dedicated Security Personnel:
- Mandatory ID Cards:
- Separate Washrooms on Every Floor:
- Common Rooms for Girls:
- Sanitary Pad Vending Machines:

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

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

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution places a strong emphasis on fostering an inclusive environment that promotes tolerance, harmony, and respect for cultural, regional, linguistic, communal, and socioeconomic diversity. It also ensures sensitization of students and employees to their constitutional obligations, values, rights, duties, and responsibilities as citizens.

Inclusive Environment:

- Inclusion of weaker and under-privileged classes into the main stream by providing opportunities of higher education to them
- Mumbai being a metropolitan city represents a synthesis of diverse cultures, religions, languages and communities. This blend is reflected in the student community of the college as students belong to variety of all these backgrounds.

Empowerment through Socio-Economic Inclusion:

- Scholarships and free ship facilities awarded by the State and the Central Government
- Facility of paying fees in installments
- Book bank facility
- Special Cell for needy students offering guidance, counseling etc.

Linguistic Inclusion:

- Maximum of students belong to the regional medium (Marathi) background. Students from rural areas enroll in the college while staying with relatives in Mumbai and earning their livelihood during the day time. They find English as a medium of instruction difficult. Teachers use Marathi as well as Hindi along with English to explain difficult concepts to such students.
- In B.A. programme, students are allowed to study subjects in Marathi.
- Celebration of Marathi Bhasha Diwas and Hindi Din

Cultural Inclusion:

- Celebration of Traditional Day
- Celebration of different festivals

Sensitization to Constitutional Obligations:

- Celebration of Constitution Day every year and awareness creation for inclusive environment, tolerance, and harmony through speeches and public reading of the preamble of the Constitution
- Celebration of Social Justice Day commemorating Birth Anniversary of social reformer Rajarshi Shahu Maharaj through programmes like state-level webinar on the vision of Rajarshii Shahu Maharaj on 27th June 2020
- Promotion of Gandhian values like secularism through competitions like essays, poster making, and through speeches on the occasion of Gandhi Jayanti.
- Sensitization of students towards constitutional obligations through the celebration of various days like Independence Day, Republic Day, Constitution day, Maharashtra Day, Martyr's Day, APJ Abdul Kalam's birth Anniversary, Gandhi Jayanti, etc.
- The national song and National Anthem played before beginning of lectures everyday
- University song played at the beginning of cultural programmes.

Sensitization towards Other Gender and Human Values:

- Gender sensitization seminars and workshops organized by the Women Development Cell of the college.
- Outreach activities and blood donation camps organized by the NSS Unit inculcate social values among the students.
- Blood Donation Camp
- Rural Development Camp
- Pulse Polio Immunization Campaign
- Patrolling During Ganesh Immersion
- Tree Plantation
- During pandemic, volunteers distributed masks and other accessories in the vicinity.
- Courses like Foundation Course across the streams as well as Political Science in B.A. include topics like constitution of India, human values, environment and sustainability etc. thus contributing to the provision of inclusive environment and sensitization towards constitutional values and principles.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional 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 NO. 1

1. **Title of the Practice**

   Installment facility to the students on payment of college fees

2. Goal

   To facilitate higher educational opportunities to the underprivileged classes and serving students to bring social reformation

3. The Context

- A majority of our students are from economically very poor background.
- Mostly, they are the children (first generation learners) of slum dwellers, daily workers, house maids and the people doing odd jobs.
- Annual college fees of the aided programs are around Rs. 5000 and of the unaided programs are around Rs. 20000, which is beyond their capacity to pay at a time.
- Though the college is not financially rich to provide financial concession to them, has planned to help them in the form of encouraging them to continue higher education by paying annual college fees in easy installments.

4. The Practice

- Usually, a notice is displayed at the main gate to inform the students that they may approach the Principal along with their parents, for installment facility.
- On meeting the students and the parents, the Principal judges and takes the decision on a case–to–case basis.
- Applications of students are considered and they are allowed to pay the fees in planned and easy installments.
- The college borrows the required funds from the College Management to pay the share of fees of the said students to different agencies concerned.
- Post collecting the installments from the students, the college refunds the amount borrowed to the

management.

5. Evidence of Success

During the following academic years, the number of students benefited from this practice is as follows:

Academic Year	No. of Students Benefited
2017-2018	62
2018-2019	45
2019-2020	66
2020-2021	223
2021-2022	365
2022-2023	302

6. Problems Encountered and Resources Required

- In some cases, the college faced problems with recovery of installments.
- Financial resourceof the college is a limitation to enhance the coverage of the system.

The Management of the college is strongly supporting the practice and has assured to enhance its support to achieve the goal.

BEST PRACTICE NO. 2

1. **Title of the Practice**

   GROUP BOOK BANK SCHEME

2. **Goal**

   To extend support to economically poor students for higher education

3. The Context

- The Group Book Bank Scheme is a special book bank scheme of the college to provide books and study materials to economically poor students, on annual lending basis, at free of cost.
- The scheme functions along with the regular University Book Bank scheme.
- The books donated by the teachers and well-wishers are used for this scheme.

4. The Practice

- At the beginning of the academic year, a notice is circulated to invite applications from the groups of two economically poor students, those who want to avail benefits of the scheme.
- Applications are scrutinized based onthe needs of the group and the availability of books.
- The selected groups are allowed to borrow a full set of books, as per their curriculum, for the full term for home study.
- Both the partners of a group have to exchange the books among each other mutually, as per their requirements.

- They have to return the books at the end of the term.

5. Evidence of Success

During the following academic years, the total number of students benefited from this scheme are:

		2017-18	2018-19	2019-20	2020-21	2022-23	2023-24
1	No. of students benefited	382	284	84	---	228	36
2	No. of books issued	1162	755	174	-----	655	532

6. Problems Encounter and Resources Required

Financial constraint is a factor of limitation to expand the coverage of this scheme.

The college is associating with some selected Alumni to enhance their support for the scheme.

File Description	Document
Best practices as hosted on the Institutional website	[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:

The motto of our institution, *"PrajjwalitoDnyanamayoDeepah"* a Sanskrit saying that underlines the responsibility to contribute to lighting the lamp of knowledge in society, guides us on the path of achieving the objectives of holding light to those in darkness, extending support to the helpless, and guiding the pathless. To light the lamp of knowledge in the underprivileged slum corridors of Central Mumbai, the visionary founders of Vidya Vikas Education Society started Vikas Night College with a single faculty, Commerce catering to the higher educational needs of the working classes.

This objective of catering to the higher educational needs of the underprivileged classes of society, the major priority and thrust area as regards the performance of our college, is achieved through the following features:

- The biggest night college affiliated to the University of Mumbai, the college is a multi-faculty

institution offering conventional as well as professional degree programmes including vocational studies to the students from the socially and financially weaker sections of society residing in the slum areas of central suburbs of Mumbai. Thus, the college provides traditional and need-based higher education to these students,enabling them to compete in the global ethos.

- Providing the opportunity for learning while earning, the college contributes to the process of social reformation as more than seventy percent of the students in college are first-generation learners and are from underprivileged classes.

- Ours was one of the few colleges in Mumbai selected by the UGC and was granted permission to start vocational programmes on a grant-in-aid basis in 2014, namely, B.Voc. (Medical Laboratory Technology) and B.Voc. (Media Production), thus making these vocational programmes available to the students from weaker sections. Later, in 2020, M.Voc. (Medical Laboratory Technology) was introduced to allow them to achieve mastery in this area.

- To make educational facilities accessible and inclusive, students with poor financial backgroundscan pay their fees in installments. They are also helped in getting the scholarships and freeships awarded by the Govt of Maharashtra thus ensuring no financial constraints would hinder their educational pursuits. To further motivate students, we felicitate meritorious individuals with awards.

- Students belonging to SC/ ST categories are provided with the facility of SC/ST book bank scheme which enables them to pursue their higher education without any barrier.

- To help the students on their path of education, a special group book bank scheme, in addition to the University Book Bank Scheme, is implemented by the college library wherein applications are invited from the groups of two economically poor students willing to avail the benefit of the scheme. Based on the need of the students and the availability of books, selected groups are allowed to borrow a full set of books, as per their curriculum, for a period of full term for home study. Both the partners of a group share the book on mutual understanding as per their requirements.

- The college has a class-teacher system in place ensuring all the students are mentored along their journey of education. A class teacher-cum-mentor is assigned the responsibility of mentoring, counselling, guiding the students from his/ her class apart from the regular teaching-learning in the classroom. They offer career advice as well as counselling related to the opportunities in the field of research.Alumni of the college are also invited to provide insights and networkingopportunities, enhancing students' academic and professional development.

- Apart from their regular programmes, students are motivated to complete value-adding courses online free of any fees. For this purpose, the college has collaborated with organizations like Infosys Springboard, IIT Spoken Tutorials. ExcelR and Aspire for Her which offer a range of career-oriented and personality development oriented skill-based courses.

- The college provides every student with the Yuva Raksha Group Insurance Scheme facilityintroduced by the University of Mumbai thus protecting them from any mishap/ disaster causing threat to their health and hindering their academic performance. A regular premium is paid to The National Insurance Company Ltd. and The Oriental Insurance Company Ltd. for this purpose.

- The students admitted to the UG programmes with minimum passing marks or even repeaters at the entry level, with the planned and dedicated efforts of the faculty and the institution, exit with flying colours with a successful degree and placement opportunities. The efforts taken and the conducive environment provided in the college yields a significant influence in fostering such achievements.

- The institution's commitment to inclusive educationguides us as we offer educational opportunities to SC/ST, OBC, minority, and differently-abled students making us dedicated to the

cause of diversity, inclusion, and equity. This helps in fostering a dynamic learning environment enabling the students from diverse backgrounds to flourish with a strong sense of community building. Installation of lifts and ramps for creating a barrier-freeenvironment is not merely about meeting accessibility standards but it's about fostering inclusivity,empowering differently-abled students, and boosting their confidence.

* Advanced infrastructure, featuring classrooms equipped with LCD projectors,boards, high-speed broadband, and WiFi connectivity, establishes it as a pioneer inmodern education. By harnessing technology to enrich the teaching-learning experience,
* Vikas College provides students with innovative resources that promote academic excellence and equip them for success in the digital era.
* Dr. Datta Samant Free Medical Advisory Centre on the premises takes care of the students' primary health as free medical assistance is provided to them in times of need.
* During pandemic, the college successfully maintained academic excellence by shifting to online teaching-learning with the help of platforms like Google Meet, Microsoft Teams and other technological features like Google Classrooms. Students were thus helped and motivated to embrace remote learning with technological assistance. Especially during the online examinations, the technical committee and the academic coordinatorsfacilitated the process by constant online technical support and by resolving all kinds of networking and connectivity issues.

We, at Vikas College, thus believe in the empowerment of financially and socially weaker sections and are committed ourselves to the notion of social upliftment.

File Description	Document
Appropriate web in the Institutional website	**View Document**

5. CONCLUSION

Additional Information :

As a step towards automation, the college has recently implemented ERP for effective functioning.

Concluding Remarks :

Being a night college catering to the higher educational needs of the working and underprivileged classes of society, Vikas College of Arts, Science & Commerce has thus flourished into a multi-disciplinary HEI imparting 10 UG, 6 PG and one Ph. D. programmes. The college has been awarded the status of Cluster Head College by the University of Mumbai. Aiming to be an autonomous institution, the college provides all possible opportunities and facilities to the students to excel in their fields of specialization so as to empower them with global excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :66 Remark : As per clarification received from HEI, and excluding multiple counting of the same course, thus DVV input is recommended.
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)** Answer before DVV Verification: {{TABLE1}} Answer After DVV Verification : {{TABLE2}} 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: {{TABLE3}} Answer After DVV Verification : {{TABLE4}} Remark : As per clarification received from HEI, thus DVV input is recommended.
2.1.2	*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years* 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)** Answer before DVV Verification: {{TABLE5}}

Table 1 (2.1.1.1 before):

2022-23	2021-22	2020-21	2019-20	2018-19
991	1274	866	1074	1177

Table 2 (2.1.1.1 after):

2022-23	2021-22	2020-21	2019-20	2018-19
991	1274	863	1074	1176

Table 3 (2.1.1.2 before):

2022-23	2021-22	2020-21	2019-20	2018-19
1698	1698	1698	1678	1678

Table 4 (2.1.1.2 after):

2022-23	2021-22	2020-21	2019-20	2018-19
1690	1690	1690	1670	1678

Table 5 (2.1.2.1 before):

2022-23	2021-22	2020-21	2019-20	2018-19

420	541	392	473	528

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
405	423	385	401	435

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1044	1317	1320	1304	1041

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1044	1317	1320	1304	1041

Remark : As per clarification received from HEI, and number of the students admitted should not be more than the seats earmarked, and more seats be considered as General Merit, thus DVV input is recommended.

2.6.3	**Pass percentage of Students during last five years (excluding backlog students)** 2.6.3.1. **Number of final year students who passed the university examination year wise during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
337	843	777	705	415 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
336	842	776	679	417 | 2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
748	859	816	750	612 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19

| 748 | 859 | 816 | 740 | 612 |

Remark : As per clarification received from HEI, thus DVV input is recommended.

| 3.3.1 | **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years
Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
04	03	00	00	01

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
04	01	00	01	00

Remark : As per clarification received from HEI, and calendar year to be considered, thus DVV input is recommended. |

| 3.3.2 | **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. 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:

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	09	00	01

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	08	02	00

Remark : As per clarification received from HEI, and calendar year to be considered, thus DVV input is recommended. |

| 3.4.3 | *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
06	01	02	06	06

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
05	01	02	05	05

Remark : As per clarification received from HEI, and Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., thus DVV input is recommended.

3.5.1 | *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Answer before DVV Verification :
Answer After DVV Verification :15
Remark : As per clarification received from HEI, and only functional MOUs to be considered, thus DVV input is recommended.

4.1.2 | *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**
Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
26.32	29.6	1.28	9.26	6.87

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
26.32	29.71	1.28	9.23	13.42

Remark : As per clarification received from HEI, and excluding others expenditure, thus DVV input is recommended.

4.4.1 | *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
74.36	63.23	42.8	70.27	96.57

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
47.78	41.69	21.92	22.62	78.83

Remark : As per clarification received from HEI, and Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) only to be considered, thus DVV input is recommended.

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
65	97	128	136	106

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
34	85	120	145	74

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
337	843	777	705	415

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
336	842	776	679	417

Remark : As per clarification received from HEI, thus DVV input is recommended.

5.3.1	**Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

5.3.1.1. *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
05	00	00	02	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
02	00	00	00	00

Remark : As per clarification received from HEI, thus DVV input is recommended.

5.3.2

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

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1171	46	112	771	733

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
02	01	01	02	02

Remark : As per clarification received from HEI, and events should not be split in to activities, thus DVV input is recommended.

6.2.2

Institution implements e-governance in its operations

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

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: D. 1 of the above
Remark : As per clarification received from HEI, thus DVV input is recommended.

6.3.2

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:

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	02	26

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	03

Remark : As per clarification received from HEI, and fiancial support of less than Rs 2000 per faculty per year should not be considered, thus DVV input is recommended.

| 6.3.3 | *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	11	25	30	02

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
08	09	23	26	01

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
26	28	28	29	28

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
26	28	28	29	28

Remark : As per clarification received from HEI, thus DVV input is recommended.

| 6.5.2 | **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above
Answer After DVV Verification: B. Any 3 of the above
Remark : As per clarification received from HEI, thus DVV input is recommended.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2619	2832	2517	2508	2612

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2617	2832	2513	2507	2611

2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):**

Answer before DVV Verification : 120
Answer after DVV Verification : 134

3.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
241.47	190.59	74.09	503.56	230.21

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
538.95	404.4	380.05	502.79	414.71