



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		K.P.B. Hinduja College of Commerce
• Name of the Head of the institution	Dr. Minu Madlani	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	02240989048	
• Alternate phone No.	02240989000	
• Mobile No. (Principal)	9892186412	
• Registered e-mail ID (Principal)	mmadlani@gmail.com	
• Address	315, New Charni Road	
• City/Town	Mumbai	
• State/UT	Maharashtra	
• Pin Code	400004	
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)	07/07/2022	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Dr. Ishrat Ali Lalljee				
• Phone No.	02240989058				
• Mobile No:	9820480153				
• IQAC e-mail ID	iqac.hindujacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hindujacollege.in/annualQualityAssuranceReport				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://hindujacollege.in/naacReports				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	83.5	2004	16/09/2004	16/09/2009
Cycle 2	A	3.13	2011	27/03/2011	26/03/2016
Cycle 3	A+	3.59	2017	30/10/2017	29/10/2022
Cycle 3	A+	3.59	2018	04/12/2018	31/12/2027
6.Date of Establishment of IQAC			06/12/2004		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Unnat Bharat Abhiyan	Unnat Bharat Abhiyan	Ministry of Finance	18/02/2022	50000	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year		
Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?		No
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Pali Language Course Work 2. Sanskrit Language Course Work 3. Encouraged Alumni to participate at the 29th IGSF Kettlebell World Championship and was awarded Double Gold 4. Organised webinar on misinformation in social media. 5. Organised International Education Fair in collaboration with Computeraain Team		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		
Plan of Action	Achievements/Outcomes	
To start innovative skill oriented degree program BBA (In Digital Marketing)	Proposal approved by Academic Council and Governing Body to start the program from 2023.	
To apply for Career Advancement Scheme (CAS) for eligible faculty members of both the Aided and Unaided Section.	Eligible Faculty Members have been successfully promoted under CAS.	
13.Was the AQAR placed before the statutory body?		Yes
Name of the statutory body		

Name of the statutory body	Date of meeting(s)
Governing Body	05/12/2023

14.Was the institutional data submitted to AISHE ?

Yes

- Year

Year	Date of Submission
2022-2023	08/02/2024

15.Multidisciplinary / interdisciplinary

Multidisciplinary professional courses at UG and PG level. Also we offer Ph.D. Program with interdisciplinary research centre having faculty of Commerce and Arts.

16.Academic bank of credits (ABC):

All the students have created ABC Ids as per the instructions received from University of Mumbai and State Government,. Student Orientation was conducted to create awareness about Academic Bank of Credits. Students help desk is set up at college level for addressing ABC related queries of the First Year students.

17.Skill development:

Every program is offering certificate programs, conducting seminars and workshops to develop students skilled based knowledge.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

College is planning for NEP 2020 and accordingly IKS syllabus drafting work is going on which will be implemented from the academic year 2023-2024.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Bachelor of Commerce (B.Com.) Provides a comprehensive broad-based understanding of Commerce, Accountancy and Management besides instruction in Business Law, Communication and the Environment. Bachelor of Commerce (Accounting & Finance) (BAF) Provides an in-depth study of Accountancy and Finance, besides instruction in business-related communication, mathematics and law. Bachelor of Commerce (Banking & Insurance) (BBI) Aims to train students in the

fundamental aspects of banking and insurance and providing them with an insight into financial investments, economics, communication and legality. Bachelor of Management Studies (BMS) Provides students with a wide breadth of knowledge in mathematical, computing and management fundamentals, besides enhancing communication skills and an understanding of business ethics. Bachelor of Arts in Multimedia and Mass Communication (BAMMC) Offers students an opportunity to master knowledge and skills in varied mass media platforms. Also enhances a learner's awareness about history, socio-political, ethical and demographic issues. Bachelor of Commerce (Financial Markets) (BFM) Trains students to pursue a career in Stock and Share Trading and helps them to critically understand financial systems and their components. Bachelor of Science (Information Technology) (B.Sc. IT) Prepares learners for a career in the field of Information Technology with a strong foundation in basic computing in the fields of programming, analytics and documentation. Bachelor of Commerce (Transport Management) (BTM)

20.Distance education/online education:

We are affiliated to University of Mumbai for regular UG and PG Programs, so no permitted to offer Distance / Online Education Program.

Extended Profile

1.Programme

1.1 **17**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **4763**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1005**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

2684

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

16

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

36

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 **17**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **4763**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

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Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **2684**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **16**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	36
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	88
Number of sanctioned posts for the year:	
4.Institution	
4.1	92
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	33
Total number of Classrooms and Seminar halls	
4.3	200
Total number of computers on campus for academic purposes	
4.4	2064530
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of K. P. B. Hinduja College of Commerce is a structured framework designed by the University of Mumbai, outlining educational content and practices to achieve specific goals. Key features include clearly defined objectives that guide students' learning journeys, serving as a foundation for instructional design and assessment. The curriculum addresses real-world challenges, ensuring that students can apply their knowledge

practically. It follows a progressive design, promoting a logical progression of learning that helps students grasp complex concepts. Inclusive design considers diverse learning styles and backgrounds, creating an environment where all students feel valued. The curriculum is flexible, adapting to changes in education, technology, and societal needs. It integrates the latest digital tools to enhance the learning experience and prepare students for the digital world. Effective internal and external assessment methods align with learning objectives, offering an equitable measure of students' understanding. This interdisciplinary approach fosters critical thinking and problem-solving skills while addressing essential life skills like communication and teamwork. Character development is emphasized, preparing students to be responsible citizens. Regular evaluations ensure the curriculum remains relevant and responsive to the evolving needs of learners and society, providing a comprehensive framework for education.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

0

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

13

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Our institution is committed to fostering a holistic educational

experience that goes beyond traditional academic boundaries. We have seamlessly integrated crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into our curriculum to prepare students for the complex challenges of the modern world.

Professional Ethics is woven into every aspect of our programs, ensuring that students develop a strong ethical foundation to guide their professional conduct. Our curriculum also emphasizes gender inclusivity, promoting a diverse and equitable learning environment that prepares students to navigate a globalized workforce.

Human Values form a core component, encouraging students to reflect on the broader impact of their decisions and actions. Environmental consciousness and sustainability principles are embedded in coursework, instilling a sense of responsibility towards the planet.

By incorporating these crosscutting issues, our curriculum not only imparts knowledge but also cultivates well-rounded individuals who understand the importance of ethical behavior, gender equality, human values, and sustainable practices in their personal and professional lives. This comprehensive approach equips our graduates to make meaningful contributions to society while navigating the complexities of a rapidly evolving world.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

0

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **C. Any 2 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

C. Feedback collected and analysed

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4763

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

0

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college identifies slow and advanced learners amongst the students through class-room discussion, question and answer method, by considering their subject knowledge as well as their responses in the class room .All students are motivated to participate in seminar presentation, poster presentation, quiz competition, debates, seminar presentation, poster presentation R etc. organized by the various committees and departments of the

college and outside. For slow learners individual counseling, remedial coaching, revision lectures, extra notes are provided. To help slow learners bilingual explanation and discussions are imparted in and outside classroom. . Extra time is allotted to slow learners to complete tasks such as internal assessments.

For advanced learners members guide the students personally and motivate them to participate in state and nation level competitions, the Best Student award is one way the college recognizes excellence in academics and extracurricular activities among advanced learners. Mentoring programmes by seniors, alumni and teachers are conducted regularly. The Prize Distribution ceremony awards the meritorious students with cash awards, medals and certificates to motivate the advanced learners.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2024	4763	41

File Description	Documents
Upload any additional information	View File

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:

Innovative methods like Audio- Visual methodology, Language Lab, Google Classroom and Projects are some of the measures used by the departments to foster a student centric approach. Students are encouraged to reflect and analyse by eliciting responses to the subject under discussion. Discussions and debates on contemporary issues, current affairs, business and financial news are encouraged and students get an opportunity to express their views apart from learning to respect the perspectives of the 'other',

Competitions, elocutions under various committees help students to exhibit and hone their talents. Certificate courses are conducted by departments to enhance student learning. These courses are conducted by industry professionals and help students meet industry and placement requirements. Student representation in NSS and DLLE are actively encouraged to inculcate leadership skills and group camaraderie among students. As members and heads of various committees like Rotaract, Students' Council & Cultural Committee, Women's Development Cell, E-Cell etc. students get hands on training in leadership, management, problem solving, people management etc. Presentations, participation in online seminars, mentoring help students develop confidence, oratory skills, overcome stage fear and develop personality. Research Colloquia, vocational and skill courses all effectively enhance student learning experience.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The integration of ICT tools has transformed the traditional teacher-dominated approach to a more student-centric learning environment. The use of interactive and collaborative methods, along with ICT-enabled tools, promotes active student engagement in the learning process. The college employs ICT-enabled classrooms equipped with LCD projectors, Wi-Fi connectivity, and specialized software. PowerPoint presentations developed by teachers are used to expose students to advanced knowledge and practical learning. Laboratories are equipped with the latest software, ensuring that students have access to current tools and technologies relevant to their field of study.

Conventional methods like lecturing coexist with interactive and collaborative approaches, as well as ICT-enabled platforms such as Microsoft Teams and Google Classroom. IT-enabled learning tools, including presentations (PPT), video clippings, animations, and online demonstrations are integrated into the teaching-learning process. Reading materials and lab manuals are distributed

through emails and other means for easy access. Projectors

installed in classrooms facilitate the incorporation of new pedagogies, enhancing the overall teaching-learning process.

Instantaneous communication and information dissemination are facilitated through email, group mails, and social networking tools, fostering efficient communication between students and faculty.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://quizizz.com/admin/my-library/allQuizzes
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

41

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

A well-structured Academic Calendar is prepared and published by the Principal and College Committees, which is as per the academic schedule determined by the University of Mumbai (UoM). This Academic Calendar contains information regarding the teaching learning schedule, weekly working days and holidays, government holidays, various events to be organized by the College committees and tentative dates for project submissions, The examination pattern as prescribed by the University of Mumbai, is strictly followed by the College Examination Committee which monitors the overall examination process. Internal assessment dates, Practical exam dates, Semester-end examination dates, workshops and technical seminars schedule, Sports Day, Cultural Day are displayed on both, the College website and on the students' notice board. The aim of Continuous Internal Evaluation

(CIE) is to enhance the quality of education among the students and to use Presentations, Assignments, Viva & Project Work, Internal Examinations and Semester examinations etc. to evaluate and monitor the performance of the students periodically. Faculty members take efforts to ensure quality and to enhance academic growth. Students are encouraged to contact faculty beyond classroom hours for doubt-clearing and curricular discussions.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

41

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

26

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

41

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

52

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

College provides information to all students for internal and external assessment of examination during the orientation programme. Explanation of what internal assessments are and their significance in the overall evaluation process, clarification on how internal assessments contribute to the final grades in each course are clarified during orientation and further in class. The pattern of assessment is as per the University regulations and individual course requirements. In order to ensure transparency in

internal assessment, information/ timetable/ marking patterns/ guidelines of internal and external assessment is communicated with the students well in advance. Class to class announcements (via whatsapp groups), SMS/email alerts and Class Representative (CR) involvement are all used to communicate deadlines. Continuous evaluation is made through Unit Tests, Group Discussion, individual or group assignments, seminars, presentation, practical examination and Viva Voce. As per subject requirements teachers conduct online quizzes on platforms like Quizizz.com, Google classroom to sustain student interest.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Official documentation, websites, and orientation sessions, to ensure that both teachers and students are well-informed about the stated POs and COs. This shared understanding forms the foundation for a collaborative and effective educational environment. The concepts of POs, COs and PSOs are communicated to the students at the time of orientation program for the first year Students and during class hours. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students. Each course has a defined set of course outcomes and corresponding evaluation criteria. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs. Assessment methods include direct and indirect methods. The process of course outcome assessment by direct method is based on mid examinations, semester end examination and quiz The subject experts are invited as guest lecture to address the students on the recent trends and developments in their field.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated as per the framework given in the respective course syllabus. The progressively increasing passing percentage, students' progression from Under Graduate to Post Graduate studies, all can be seen as the outcome of attainment of POs, PSOs and Cos. Feedback from various stakeholders further helps the institution take necessary steps accordingly. Knowledge and skills that students acquire in their subject and also their capacity for critical thinking, are evaluated through continuous internal evaluation, semester examinations and class room interactions. Surveys and feedback mechanisms gather inputs from students, alumni, and industry stakeholders to gauge the real-world relevance of the outcomes. Issues of gender, environment, human values and skill development are an integral part of curricular and extra-curricular activities. Value education, activities for sustainable development, social service is inculcated through a vibrant NSS. Most departments and committees organize webinars, departmental seminars, presentations, debates, internship etc. on topics dealing with the same. Interest and aptitude for further education and research can be estimated by the large number of in-house candidates joining the M.Com/ Ph.D. programmes offered by the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1005

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://forms.gle/w8fiQw3tMch27QYf7>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

We update the details of the Guides and list of selected candidates. We also upload notification regarding advertisement and selection of students.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

One Lakh Five Thousand

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**01**

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research**3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)****00**

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

23

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has developed a vibrant ecosystem that fosters innovation and the seamless transfer of knowledge. Central to this ecosystem are dedicated centers focused on research, entrepreneurship, and incubation, which collectively promote creative thinking and practical solutions. These centers

facilitate collaboration between students, faculty, and industry experts, ensuring that ideas are not only generated but also effectively implemented. Community-oriented initiatives further enhance this environment, bridging the gap between academia and society. By supporting startups and providing resources for research, the institution empowers individuals to turn their innovative ideas into tangible impacts, driving progress and contributing to economic growth.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

02

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

27

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

32

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

18

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

Five Lakh Ninety Thousand Eight Hundred Fifty

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Throughout the year, students engaged in various extension activities in the neighborhood to raise awareness about social issues. They organized clean-up drives to address environmental concerns, facilitating discussions on pollution and sustainability. Workshops on health and nutrition educated community members, promoting healthy lifestyles. Students also participated in awareness campaigns on mental health, fostering open dialogue and reducing stigma. Additionally, they collaborated with local shelters to support marginalized groups, enhancing empathy and social responsibility. The impact of these activities was profound, as students developed a deeper understanding of

social issues, strengthened community ties, and cultivated a sense of active citizenship, contributing to their holistic development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

179

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

179

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work**Five**

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**6**

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

In all there are 30 classrooms, 3 computer laboratories and 1 conference room.

ll the classrooms are well-equipped with projectors and screens to facilitate innovative teaching methods. Most of the classrooms have Air Conditioners.

The college has three well equipped computer laboratories:

In all there are 196 state of the art (i.3, i.5 ; 8GB RAM, 500 GB hard drive) computers. Apart from these, the labs are well equipped with 7 printers. Additionally, there are 3 LCD Projector-being used for interactive sessions with students of various courses. Students also use this facility for their presentations

thereby giving a good and real-life feel. Mock examinations and online lectures are also conducted in these labs. This helps the students in getting a better understanding of the subject and in also noticing where the mistakes are committed thereby enabling them to improve and get a deeper understanding of the subject. All computers are networked using Microsoft Windows 2003 server.

There are 2 lease lines (20/15 MBPS) There are 2 broadbands (100/200 MBPS)

These are linked Via Wi-Max/ Fibre Optics connection in the college and internet facility is available on all computers. We are proud that our computer laboratory is equipped with the state of the art technology and is comparable to the best in the country.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

College has a policy of regularly maintaining its physical resources through various Annual Maintenance Contracts such as elevators, air-conditioners, sanitation facilities etc. Fire extinguishers are placed at all the prominent places in the college premises. College has seminar hall with ICT facilities including smart board. College has a policy whereby a proper procedure is followed to buy any equipment for which purchase committee is formed. Quotations are invited by different suppliers before final purchase. College has well equipped gymkhana which is well maintained by Gymkhana Committee. Annual Day and other Cultural activities are conducted in auditoriums outside college. Students are motivated to participate in various sports activities at State, National and International level. College allows them to use the Gymkhana facilities with prior permissions. As far as outdoor activities are concerned, the University or other sports grounds are booked well in advance. The students get reimbursement of travelling expenses when they go outstation to represent college. They get reimbursed once they submit all the documents for the same. A qualified Coach guides the students for different sports activities. The coach also maintains the students'

attendance records which is submitted to the Gymkhana Committee. There is a health centre in the college on the first floor where a qualified doctor is available for few hours on some days of the week.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

30

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1,125,566

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Name of ILMS software : Vriddhi Software

Nature of automation (fully or partially) : Partially

Version : Web 2.0

Year of Automation : 2008

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

241557

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

2941

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Apart from the computer laboratories setup for syllabus programs the college has provided computer centers for general purposes and learning during extra hours. This includes internet facilities available through leased line and Wi-Fi for providing continuous and uninterrupted internet connectivity to students and faculty members. These facilities are also available to students beyond college hours for preparation of seminars & projects and research-orientated work. The entire campus is Wi-Fi enabled and students can access the internet on their laptops round the clock.

- 100 MBPS Lease line (One Broadband)
- 200 MBPS Broadband (One Broadband) Wi-Fi facility 24 hours in campus
- Dedicated Internet Lab.

We have local area wireless technology which allows an electronic device to exchange data or connect to internet using 200 MBPS in our college campus with help of High Standard AP (Access Point)

The coverage is not just limited to the classrooms, instead it extends to all the facilities within the campus premises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2599	165

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus **A. 50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: **E. None of the above**
Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

3,601,677

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	No File Uploaded

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

The College has a policy of regularly maintaining its physical resources through various Annual Maintenance Contracts such as elevators, air-conditioners sanitation facilities etc. Fire extinguishers are placed at all prominent locations in the College premises and they are replaced as and when required. All classrooms are well-equipped with projectors and screens to facilitate innovative teaching methods. The College has a seminar hall with ICT facilities including a smart board. A muster is maintained to utilize the Seminar Hall by various departments and committees. The College has a policy whereby a proper procedure is followed to buy any equipment or facilities for which a Purchase Committee has been formed. It has a well-equipped Gymkhana which is well maintained by the Gymkhana committee. Students are motivated to participate in various sports activities at the State, National and International level, for which their expenses are reimbursed on submission of relevant documents. Qualified Coaches are appointed to guide students for different sports activities. The coaches also maintain the students' attendance records which is submitted to the Gymkhana Committee. Apart from these, the labs are well equipped with 12 printers namely 2 colour laser jet, 4 all in one laser jet and 4 laser jet printers. Mock examinations and online lectures are also conducted in these labs. All computers are networked using a Microsoft Windows 2003 server. There is a lease line and Wi-Max connection in the College. Internet facility is available on all computers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

87

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

35

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

1

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

18

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Every year the college appoints General Secretary, President, Class Representatives and other Committee Representatives. Representation is provided for students on Statutory Bodies such

as Internal Committee (for prevention and prohibition of sexual harassment) and Grievances committee. The representatives participate in committee meetings, deliberations and decision-making process.

Composition of Students' Council 2022-23

Sr.

No.

NAME

CLASS

ROLL NO.

POST

1.

Ms. JESSICA WILSON RODRIGUES

TYBCOM

473

GENERAL SECRETARY.

2.

Mr. MAYUR PARIHAR

SYBCOM

64

PRESIDENT .

3 .

Ms. SHIVANI LAXMIKANT CHAUDHARY

SYBCOM

608

LADY REPRESENTATIVE .

4 .

Ms. SANSKRUTI LALIT CHAUHAN

SYBCOM

16

RESERVATION REPRESENTATIVE .

5 .

Ms. RAKHI MISHRA

TYBCOM

852

TYBCOM REPRESENTATIVE .

6 .

Ms. ISHITA RAJESH CHAURASIA

SYBCOM

815

SYBCOM REPRESENTATIVE.

7.

Mr. PRATHAMESH JAGDISH DALVI

FYBCOM

9

FYBCOM REPRESENTATIVE.

8.

Ms. BENITA ELSA GEORGE

TYBCOM

26

CULTURAL REPRESENTATIVE.

9.

Ms. PRACHI PRATAPSINGH RATHORE

SYBCOM

276

NSS REPRESENTATIVE.

10.

Mr. PRANAV PRASHANT BHOSALE

TYBCOM

408

GYMKHANA REPRESENTATIVE .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution**35**

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of the College takes great pride in organizing and fostering a sense of community service among students and alumni of the college by organizing activities such as gatherings such as cultural events, workshops, lectures etc featuring esteemed personalities from diverse fields. These events serve as invaluable platforms not only for pass-out students but also for students and faculty members, covering a diverse range of contemporary subjects and topics that are both interesting and relevant. The alumni of the College both in India and abroad help and support to promote not only various social causes among the students and also external help for higher studies and employment in India and abroad.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year **A. ? 15 Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The College always promotes a culture of participative management by involving staff and students in various activities. All major policies of the College are planned and designed by the Management, Principal, Vice-Principal and Committee Conveners. Some exceptional policies are discussed and finalized in CDC and Periodic Review Meetings (PRM). The Management plays a major role in drafting the quality policy of the College. The Management has facilitated the College to start a variety of courses to enable students to grab the opportunity of learning different programs under one roof. Management representatives regularly visit College and extend support and guidance. Faculty members participate in sharing knowledge by discussing latest trends/technology in teaching and learning during faculty meetings. The Principal collaborates with Vice Principal, HODs, Coordinators, faculty and non-teaching staff to upgrade College activities. The Principal of the College is a member of the Governing Body. The Governing Body gives suggestions and monitors procurement, the introduction of new programs and welfare activities. All staff members actively participate in implementing the policies, procedures, and framework designed by the Management in order to maintain and achieve the quality standards and the vision and mission of the College. Faculty members are assigned various administrative, academic and student activities, extension work etc. in keeping with their expertise.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralized Management: The College supports decentralized governance with well defined inter-relationships. The Management of the College has two main committees i.e. Governing Body (GB) and College Development Committee (CDC). Regular meetings of these Committees are held for the effective and smooth functioning of the college at different levels:

All decisions related to the College are taken by the Principal in consultation with the Head of Departments. The Principal is the academic and administrative Head of the College and a member of the Governing Body. The Department Heads are responsible for the day-to-day administration of the Departments and report to the Principal. In addition, staff members freely offer suggestions and ideas for improvement. Student's feedback is also gathered through formal and informal mechanisms.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Digital Library

- Hinduja College Library has a collection of approximately 52,000 books and 82 National and International Journals, in print and online versions.
- The Library is a hybrid library which is moving towards

digitization since 2018. KOHA a software which offers advanced library functions has been implemented. Further, with an OPAC system, students and teachers can access the library collection and also select or reserve required books while they are off-campus. During the pandemic, this service was extensively availed.

- Remote-Log software, with the help of which databases i.e. J-Gate, IBI, and INFLIBNET N-List has been subscribed. This software enables our teachers and our researchers to access lakhs of national and international journals, thesis, and other research articles.
- Hinduja College Library has an institutional membership with the Indian Merchants Chamber (IMC) and SNDT University, Churchgate. This linkage facilitates our students, teachers, and research scholars to access those libraries and even borrow books from them.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organogram of the College describes the decentralized structure of the College administration. The College functions through the cooperative efforts of the Management, Principal, teaching and non-teaching staff members who strive towards a common goal.

The Management is responsible for overall formulation of policy matters. The Principal and Vice Principal are involved in the implementation of plans and policies to answer the effective functioning of the College.

The IQAC meets regularly to assess the quality deliverance of education in the College leading to achieve course and program outcomes.

Heads of Departments and Course Coordinators along with the faculty members are responsible to administer the day-to-day

curricular and co-curricular activities of the respective Department. This contributes significantly towards the achievement of overall organizational objectives.

The College Librarian is the Head of the Library Department. The Registrar is the Head of the Non-Teaching staff. All financial transactions are monitored by the Finance Officer. This trinity plays a vital role in the smooth functioning of the College by providing assistance and helping in completing University formalities in time. They ensure that the administrations of various sections are carried out efficiently as per the College plans and the instructions of the Principal and Vice-Principal.

File Description	Documents
Paste link to Organogram on the institution webpage	Institutional Organogram
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching

Non-teaching

Duty leaves are sanctioned to faculty members for participation in seminars, workshops, conferences, research work or any other academic related activities.

Compensatory Leaves are sanctioned to the staff members when they work on Sundays or other holidays.

Seats for wards of the faculty are reserved under the Management quota.

Financial assistance in the form of reimbursement is extended to faculty members for research work and further studies.

Advance against salary is given to the faculty members on request.

Faculty Development Programs are organised from time to time.

Tuition fee concession is provided to faculty members pursuing Ph.D

from the College Centre.

Advance on request against salary and festival loans are given to the non-teaching staff.

Non-teaching staff members are covered under mediclaim for Rs. 5,00,000/- .

Seats for wards for non-teaching staff members are reserved under the Management quota.

The services of a qualified Counselor are made available at no cost.

Tuition fee concession is given to wards of employees.

Ganesh Puja and an annual Satyanarayan Puja are organised to create a bonding amongst staff members.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

30

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Appointment of CFO In order to monitor financial resources, inculcate effective use of funds, ensure transparency and for complying rules and regulations, management has appointed well qualified Chief Financial Officer paid by the management. **INTERNAL AUDIT** Internal Auditor : Lakhani and Associates The College activities come under the activities of Smt. P.D.Hinduja Trust. The accounts of the Trust are audited by Internal Auditors. The internal Audit is conducted to ensure that proper internal control exists in the organization for transactions done by the organization. This is done to safeguard the interest of the organization Annual Quality Assurance Report of K.P.B.HINDUJA COLLEGE OF COMMERCE Audit is conducted half yearly and the observations of the auditors are sent to management of the organization. The college takes appropriate actions to resolve the observations of the auditors and gives suitable replies to the satisfactions of the auditors. **EXTERNAL AUDIT** Statutory Auditor : KMPS and Associates As mentioned above, college activities come under the scope of Smt. P. D. Hinduja Trust. The accounts of Smt. P. D. Hinduja Trust are audited by Statutory Auditors. The statutory Audit is conducted as per the provisions of Bombay Public Trust Act, Rules and Byelaws of the Trust. Statutory Audit is conducted to ensure that the transactions of the Trust are within the power of the Trust and proper books of accounts as required by the Act have been kept by the Trust and to find that the accounts are in agreement with Books of Accounts.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

1392328

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Funds received in various headings are optimally utilized for the concerned purpose only.

1. Development Fund collected from students via admission fees is utilized for repairs and maintenance of the college. 2. Research Grants are utilized for conducting research activities as conferences, seminars, paper publications. 3. Sponsorship received from corporates and other are used for conducting social initiatives, social activities, training and development. 4. Library funds are utilized for purchase of reference books, journals, magazines, ebooks, audio books. 5. Gymkhana funds are utilized for promoting sports activities by appointing coaches for various games, encouraging students to participate in various activities district, state, national and international level. 6. Staff and students are encouraged to participate in all the extracurricular activities, 7. Scholarships, Freeships, academic prizes and awards are provided to staff and students for enhancing academics.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made

during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Online Education through Zoom Meeting Platform:

In Covid 19 Pandemic from September 2020 onwards, Online teaching - learning was introduced on Zoom Platform. Teachers and students were required to login through newly created @hinduja college unique IDs. The Telegram link, lecture links, timetable and code of conduct were shared with teachers and students to ensure effective teaching-learning. Committee meetings, seminars, webinars were also conducted online through Zoom platform.

Online Examination

As per the instructions of the University of Mumbai all colleges were required to conduct examinations in the online mode. The University had assigned the responsibility for the conduct of online exams to the Lead College in a Cluster formed by them. The Lead College with mutual consent of all Cluster members commonly selected a Service Provider named Edfly to conduct the exams.

The College administration made sure that all the guidelines issued from time to time by the University were followed. Students were made to appear for a mock test before each exam, to get acquainted with the online examination portal. Exams for all semesters were conducted according to the communication from the University and results were declared within the given deadlines.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

(1.) IQAC scheduled interviews for 14 teachers who were due for promotion under CAS (Career Advancement Scheme) as per the API guidelines set out in UGC Regulations 2010 (and the two amendments). Screening cum Evaluation Committees appointed by University of Mumbai reviewed the performance of the teachers by adhering to the criteria laid down for API score in PBAS. 4 teachers were promoted from Stage 1 to 2 and 2 teachers were

promoted from Stage 2 to 3.

(2.) Post accreditation, 7 teachers have completed Ph. D; 3 teachers have completed M.Phil and 2 teachers have passed NET/SLET.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Promoting gender equality in education is crucial for empowering women in patriarchal societies. Our institution is dedicated to fostering gender sensitivity through various initiatives, starting from student admissions to faculty recruitment. The College enrolls more female students and has a significant proportion of

female faculty members. Gender sensitization is integrated into the curriculum through subjects like Foundation Course, Law, Cooperation, and Micro Finance, covering topics such as women's rights, gender-based violence, financial opportunities, and government programs for women's empowerment.

Additionally, the College provides a Counseling Cell and a dedicated Common Room for female students. The Women Development Committee (WDC) plays a key role by organizing programs, including a workshop on the Constitution of India and Gender Equality. The NSS Committee also conducts annual workshops on gender-related issues like menstruation, street harassment, human trafficking, and empowerment initiatives. Street plays advocating gender equality are part of these efforts, fostering an inclusive and empowered environment for all students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management - Waste is generated in every department, office, staff room, and classroom, which is then deposited in small waste bins located in those areas. The housekeeping staff regularly empties the small bins into larger bins. The Mumbai Municipal Corporation ensures the regular collection of solid waste.

Liquid Waste Management - The college generates a minimal amount

of liquid waste, which is efficiently managed by the Municipal Corporation. Both solid and liquid waste are collected separately by the BMC, using blue and green dustbins respectively.

Waste Management System - The College takes responsibility for segregating dry and liquid waste at its own level, using blue and green dustbins. The Municipality collects the waste and directs it to the Waste Management System. Additionally, the NSS Committee of the College organizes various programs every year to educate students about waste management processes. This year, the programs included a Paper Recycling Workshop, Beach Cleaning, Innovation in Environment Conservation, and more.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic

5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software,

C. Any 2 of the above

mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our institution is committed to creating an inclusive environment that promotes tolerance and harmony among individuals from diverse cultural, regional, linguistic, and socioeconomic backgrounds. We have implemented various initiatives to ensure that every community member feels secure and respected.

We organize events and awareness campaigns on significant occasions like World Environment Day, World Blood Donor Day, and International Yoga Day to celebrate diversity and foster unity among students and staff. Our NSS (National Service Scheme) committee plays a vital role in promoting inclusivity by conducting programs that challenge stereotypes and encourage understanding across different communities.

We also engage in community outreach programs, organizing blood donation camps, food donation drives, and clothing distribution initiatives to promote empathy and solidarity. Additionally, we conduct workshops on topics such as "Positive Talks on HIV/AIDS" and "Career Guidance" to empower individuals from diverse backgrounds and support their personal and professional growth.

Through seminars, quizzes, and poster-making competitions on subjects like the electoral process, communal harmony, and human rights, we encourage critical thinking and appreciation for diverse perspectives. These initiatives reflect our institution's commitment to nurturing a community built on tolerance, harmony,

and respect.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Our institution is committed to raising awareness about constitutional values, rights, duties, and responsibilities among students and staff. Through NSS activities, the Women Development Committee (WDC), and other initiatives, we promote a deeper understanding of the Indian Constitution and its significance.

We organize various events and workshops focused on constitutional literacy, including quiz competitions, seminars, and discussions on the Constitution and the Election Process. These help students grasp key democratic principles, while sessions on human rights, judicial intervention, and communal harmony foster an appreciation for justice and equality.

Events like the National Voters' Day Competition and the Mega Electoral Process encourage active participation in the electoral process and responsible voting, empowering individuals to exercise their democratic rights.

We also address social issues such as violence against women, human trafficking, and substance abuse prevention through street plays, workshops, and awareness programs. These initiatives promote social responsibility and a stand against injustices, fostering tolerance, respect, and acceptance.

Overall, our efforts aim to create an inclusive community that values equality, justice, and civic responsibility, empowering students and staff to actively contribute to society's betterment.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our institution proudly celebrates a variety of national and international commemorative days, events, and festivals throughout the year, offering opportunities to raise awareness, engage the community, and honor cultural diversity.

For World Environment Day, we organize activities such as reels on environmental conservation and tree plantation drives. On World Blood Donor Day, quiz competitions and blood donation camps highlight the importance of blood donation. To mark International Yoga Day, we host yoga sessions promoting physical and mental well-

being, and during Pride Month, we hold events to foster inclusivity for the LGBTQIA+ community.

Independence Day is celebrated with poster-making contests, flag hoisting, and cultural events to inspire patriotism. We also conduct beach cleanliness drives to raise awareness about marine pollution. Our participation in national initiatives like the Swachh Bharat Abhiyan and NABARD Awareness programs encourages cleanliness, sanitation, and sustainable practices.

Workshops on social media responsibility, cyber security, and human rights further promote responsible citizenship. These events instill civic duty, cultural appreciation, and environmental awareness in students and staff, building an inclusive, informed, and responsible community that actively contributes to societal growth and well-being.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

- The College gives cash prizes to the students, who are semester-wise Toppers and course toppers, having excellent academic performances at Semester End Examinations.
- The College also gives cash prizes to the students, who have excellent Sports performances at International, National level, State level, College level.
- The College recognizes faculty members with cash incentives and prizes for their contributions towards quality research work.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- The College gives cash prizes to the students, who are semester-wise Toppers and course toppers, having excellent academic performances at Semester End Examinations.
- The College also gives cash prizes to the students, who have excellent Sports performances at International, National level, State level, College level.
- The College recognizes faculty members with cash incentives and prizes for their contributions towards quality research work.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of K. P. B. Hinduja College of Commerce is a structured framework designed by the University of Mumbai, outlining educational content and practices to achieve specific goals. Key features include clearly defined objectives that guide students' learning journeys, serving as a foundation for instructional design and assessment. The curriculum addresses real-world challenges, ensuring that students can apply their knowledge practically. It follows a progressive design, promoting a logical progression of learning that helps students grasp complex concepts. Inclusive design considers diverse learning styles and backgrounds, creating an environment where all students feel valued. The curriculum is flexible, adapting to changes in education, technology, and societal needs. It integrates the latest digital tools to enhance the learning experience and prepare students for the digital world. Effective internal and external assessment methods align with learning objectives, offering an equitable measure of students' understanding. This interdisciplinary approach fosters critical thinking and problem-solving skills while addressing essential life skills like communication and teamwork. Character development is emphasized, preparing students to be responsible citizens. Regular evaluations ensure the curriculum remains relevant and responsive to the evolving needs of learners and society, providing a comprehensive framework for education.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

0

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

13

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Our institution is committed to fostering a holistic educational experience that goes beyond traditional academic boundaries. We have seamlessly integrated crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into our curriculum to prepare students for the complex challenges of the modern world.

Professional Ethics is woven into every aspect of our programs, ensuring that students develop a strong ethical foundation to guide their professional conduct. Our curriculum also emphasizes gender inclusivity, promoting a diverse and equitable learning environment that prepares students to navigate a globalized workforce.

Human Values form a core component, encouraging students to reflect on the broader impact of their decisions and actions. Environmental consciousness and sustainability principles are embedded in coursework, instilling a sense of responsibility towards the planet.

By incorporating these crosscutting issues, our curriculum not only imparts knowledge but also cultivates well-rounded individuals who understand the importance of ethical behavior, gender equality, human values, and sustainable practices in their personal and professional lives. This comprehensive approach equips our graduates to make meaningful contributions to society while navigating the complexities of a rapidly evolving world.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

0

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	C. Any 2 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File
1.4.2 - The feedback system of the Institution comprises the following	C. Feedback collected and analysed
File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment of Students	
2.1.1.1 - Number of students admitted (year-wise) during the year	
4763	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)	
0	

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college identifies slow and advanced learners amongst the students through class-room discussion, question and answer method, by considering their subject knowledge as well as their responses in the class room .All students are motivated to participate in seminar presentation, poster presentation, quiz competition, debates, seminar presentation, poster presentation R etc. organized by the various committees and departments of the college and outside. For slow learners individual counseling, remedial coaching, revision lectures, extra notes are provided. To help slow learners bilingual explanation and discussions are imparted in and outside classroom. . Extra time is allotted to slow learners to complete tasks such as internal assessments.

For advanced learners members guide the students personally and motivate them to participate in state and nation level competitions, the Best Student award is one way the college recognizes excellence in academics and extracurricular activities among advanced learners. Mentoring programmes by seniors, alumni and teachers are conducted regularly. The Prize Distribution ceremony awards the meritorious students with cash awards, medals and certificates to motivate the advanced learners.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2024	4763	41

File Description	Documents
Upload any additional information	View File

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:

Innovative methods like Audio- Visual methodology, Language Lab, Google Classroom and Projects are some of the measures used by the departments to foster a student centric approach. Students are encouraged to reflect and analyse by eliciting responses to the subject under discussion. Discussions and debates on contemporary issues, current affairs, business and financial news are encouraged and students get an opportunity to express their views apart from learning to respect the perspectives of the 'other', Competitions, elocutions under various committees help students to exhibit and hone their talents. Certificate courses are conducted by departments to enhance student learning. These courses are conducted by industry professionals and help students meet industry and placement requirements. Student representation in NSS and DLLE are actively encouraged to inculcate leadership skills and group camaraderie among students. As members and heads of various committees like Rotaract, Students' Council & Cultural Committee, Women's Development Cell, E-Cell etc. students get hands on training in leadership, management, problem solving, people management etc. Presentations, participation in online seminars, mentoring help students develop confidence, oratory skills, overcome stage fear and develop personality. Research Colloquia, vocational and skill courses all effectively enhance student learning experience.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and

learning

The integration of ICT tools has transformed the traditional teacher-dominated approach to a more student-centric learning environment. The use of interactive and collaborative methods, along with ICT-enabled tools, promotes active student engagement in the learning process. The college employs ICT-enabled classrooms equipped with LCD projectors, Wi-Fi connectivity, and specialized software. PowerPoint presentations developed by teachers are used to expose students to advanced knowledge and practical learning. Laboratories are equipped with the latest software, ensuring that students have access to current tools and technologies relevant to their field of study.

Conventional methods like lecturing coexist with interactive and collaborative approaches, as well as ICT-enabled platforms such as Microsoft Teams and Google Classroom. IT-enabled learning tools, including presentations (PPT), video clippings, animations, and online demonstrations are integrated into the teaching-learning process. Reading materials and lab manuals are distributed

through emails and other means for easy access. Projectors installed in classrooms facilitate the incorporation of new pedagogies, enhancing the overall teaching-learning process.

Instantaneous communication and information dissemination are facilitated through email, group mails, and social networking tools, fostering efficient communication between students and faculty.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://quizizz.com/admin/my-library/allQuizzes
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

41

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

A well-structured Academic Calendar is prepared and published by the Principal and College Committees, which is as per the academic schedule determined by the University of Mumbai (UoM). This Academic Calendar contains information regarding the teaching learning schedule, weekly working days and holidays, government holidays, various events to be organized by the College committees and tentative dates for project submissions, The examination pattern as prescribed by the University of Mumbai, is strictly followed by the College Examination Committee which monitors the overall examination process. Internal assessment dates, Practical exam dates, Semester-end examination dates, workshops and technical seminars schedule, Sports Day, Cultural Day are displayed on both, the College website and on the students' notice board. The aim of Continuous Internal Evaluation (CIE) is to enhance the quality of education among the students and to use Presentations, Assignments, Viva & Project Work, Internal Examinations and Semester examinations etc. to evaluate and monitor the performance of the students periodically. Faculty members take efforts to ensure quality and to enhance academic growth. Students are encouraged to contact faculty beyond classroom hours for doubt-clearing and curricular discussions.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

41

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

26

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

41

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

52

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

College provides information to all students for internal and external assessment of examination during the orientation programme. Explanation of what internal assessments are and their significance in the overall evaluation process, clarification on how internal assessments contribute to the final grades in each course are clarified during orientation and further in class. The pattern of assessment is as per the University regulations and individual course requirements. In order to ensure transparency in internal assessment, information/ timetable/ marking patterns/ guidelines of internal and external assessment is communicated with the students well in advance. Class to class announcements (via whatsapp groups), SMS/email alerts and Class Representative (CR) involvement are all used to communicate deadlines. Continuous evaluation is made through Unit Tests, Group Discussion, individual or group assignments, seminars, presentation, practical examination and Viva Voce. As per subject requirements teachers conduct online quizzes on platforms like Quizizz.com, Google classroom to sustain student interest.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Official documentation, websites, and orientation sessions, to ensure that both teachers and students are well-informed about the stated POs and COs. This shared understanding forms the foundation for a collaborative and effective educational environment. The concepts of POs, COs and PSOs are communicated to the students at the time of orientation program for the first year Students and during class hours. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students. Each course has a defined set of course outcomes and corresponding evaluation criteria. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs. Assessment methods include direct and indirect methods. The process of course outcome assessment by direct method is based on mid examinations, semester end examination and quiz The subject experts are invited as guest lecture to address the students on the recent trends and developments in their field.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated as per the framework given in the respective course syllabus. The progressively increasing

passing percentage, students' progression from Under Graduate to Post Graduate studies, all can be seen as the outcome of attainment of POs, PSOs and Cos. Feedback from various stakeholders further helps the institution take necessary steps accordingly. Knowledge and skills that students acquire in their subject and also their capacity for critical thinking, are evaluated through continuous internal evaluation, semester examinations and class room interactions. Surveys and feedback mechanisms gather inputs from students, alumni, and industry stakeholders to gauge the real-world relevance of the outcomes. Issues of gender, environment, human values and skill development are an integral part of curricular and extra-curricular activities. Value education, activities for sustainable development, social service is inculcated through a vibrant NSS. Most departments and committees organize webinars, departmental seminars, presentations, debates, internship etc. on topics dealing with the same. Interest and aptitude for further education and research can be estimated by the large number of in-house candidates joining the M.Com/ Ph.D. programmes offered by the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1005

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://forms.gle/w8fiQw3tMch27QYf7>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

We update the details of the Guides and list of selected candidates. We also upload notification regarding advertisement and selection of students.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

One Lakh Five Thousand

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

01

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

00

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year**00**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides**23**

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year**00**

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has developed a vibrant ecosystem that fosters innovation and the seamless transfer of knowledge. Central to this ecosystem are dedicated centers focused on research,

entrepreneurship, and incubation, which collectively promote creative thinking and practical solutions. These centers facilitate collaboration between students, faculty, and industry experts, ensuring that ideas are not only generated but also effectively implemented. Community-oriented initiatives further enhance this environment, bridging the gap between academia and society. By supporting startups and providing resources for research, the institution empowers individuals to turn their innovative ideas into tangible impacts, driving progress and contributing to economic growth.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

02

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

27

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

32

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

18

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

Five Lakh Ninety Thousand Eight Hundred Fifty

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Throughout the year, students engaged in various extension activities in the neighborhood to raise awareness about social issues. They organized clean-up drives to address environmental concerns, facilitating discussions on pollution and sustainability. Workshops on health and nutrition educated community members, promoting healthy lifestyles. Students also participated in awareness campaigns on mental health, fostering open dialogue and reducing stigma. Additionally, they collaborated with local shelters to support marginalized groups, enhancing empathy and social responsibility. The impact

of these activities was profound, as students developed a deeper understanding of social issues, strengthened community ties, and cultivated a sense of active citizenship, contributing to their holistic development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

179

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

179

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

Five

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

In all there are 30 classrooms, 3 computer laboratories and 1 conference room.

ll the classrooms are well-equipped with projectors and screens to facilitate innovative teaching methods. Most of the classrooms have Air Conditioners.

The college has three well equipped computer laboratories:

In all there are 196 state of the art (i.3, i.5 ; 8GB RAM, 500 GB hard drive) computers. Apart from these, the labs are well equipped with 7 printers. Additionally, there are 3 LCD Projector- being used for interactive sessions with students of various courses. Students also use this facility for their presentations thereby giving a good and real-life feel. Mock examinations and online lectures are also conducted in these labs. This helps the students in getting a better understanding of the subject and in also noticing where the mistakes are committed thereby enabling them to improve and get a deeper understanding of the subject. All computers are networked using Microsoft Windows 2003 server.

There are 2 lease lines (20/15 MBPS) There are 2 broadbands (100/200 MBPS)

These are linked Via Wi-Max/ Fibre Optics connection in the college and internet facility is available on all computers. We are proud that our computer laboratory is equipped with the state of the art technology and is comparable to the best in the country.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

College has a policy of regularly maintaining its physical resources through various Annual Maintenance Contracts such as elevators, air-conditioners, sanitation facilities etc. Fire extinguishers are placed at all the prominent places in the college premises. College has seminar hall with ICT facilities including smart board. College has a policy whereby a proper procedure is followed to buy any equipment for which purchase committee is formed. Quotations are invited by different suppliers before final purchase. College has well equipped gymkhana which is well maintained by Gymkhana Committee. Annual Day and other Cultural activities are conducted in auditoriums outside college. Students are

motivated to participate in various sports activities at State, National and International level. College allows them to use the Gymkhana facilities with prior permissions. As far as outdoor activities are concerned, the University or other sports grounds are booked well in advance. The students get reimbursement of travelling expenses when they go outstation to represent college. They get reimbursed once they submit all the documents for the same. A qualified Coach guides the students for different sports activities. The coach also maintains the students' attendance records which is submitted to the Gymkhana Committee. There is a health centre in the college on the first floor where a qualified doctor is available for few hours on some days of the week.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

30

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1, 125, 566

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Name of ILMS software : Vridhhi Software

Nature of automation (fully or partially) : Partially

Version : Web 2.0

Year of Automation : 2008

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

241557

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

2941

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Apart from the computer laboratories setup for syllabus programs the college has provided computer centers for general purposes and learning during extra hours. This includes internet facilities available through leased line and Wi-Fi for providing continuous and uninterrupted internet connectivity to students and faculty members. These facilities are also available to students beyond college hours for preparation of seminars & projects and research- orientated work. The entire campus is Wi-Fi enabled and students can access the internet on their laptops round the clock.

- 100 MBPS Lease line (One Broadband)
- 200 MBPS Broadband (One Broadband) Wi-Fi facility 24 hours in campus
- Dedicated Internet Lab.

We have local area wireless technology which allows an electronic device to exchange data or connect to internet using 200 MBPS in our college campus with help of High Standard AP

(Access Point)

The coverage is not just limited to the classrooms, instead it extends to all the facilities within the campus premises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2599	165

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:
Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

3,601,677

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	No File Uploaded

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

The College has a policy of regularly maintaining its physical resources through various Annual Maintenance Contracts such as elevators, air-conditioners sanitation facilities etc. Fire extinguishers are placed at all prominent locations in the College premises and they are replaced as and when required. All classrooms are well-equipped with projectors and screens to facilitate innovative teaching methods. The College has a seminar hall with ICT facilities including a smart board. A muster is maintained to utilize the Seminar Hall by various departments and committees. The College has a policy whereby a proper procedure is followed to buy any equipment or facilities for which a Purchase Committee has been formed. It has a well-equipped Gymkhana which is well maintained by the Gymkhana committee. Students are motivated to participate in various sports activities at the State, National and International level, for which their expenses are reimbursed on submission of relevant documents. Qualified Coaches are appointed to guide students for different sports activities. The coaches also maintain the students' attendance records which is submitted to the Gymkhana Committee. Apart from these, the labs are well

equipped with 12 printers namely 2 colour laser jet, 4 all in one laser jet and 4 laser jet printers. Mock examinations and online lectures are also conducted in these labs. All computers are networked using a Microsoft Windows 2003 server. There is a lease line and Wi-Max connection in the College. Internet facility is available on all computers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

87

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

35

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga,

A. All of the above

**Physical fitness, Health and Hygiene)
Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year
00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

1

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

18

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Every year the college appoints General Secretary, President, Class Representatives and other Committee Representatives. Representation is provided for students on Statutory Bodies such as Internal Committee (for prevention and prohibition of sexual harassment) and Grievances committee. The representatives participate in committee meetings, deliberations and decision-making process.

Composition of Students' Council 2022-23

Sr.

No.

NAME

CLASS

ROLL NO.

POST

1.

Ms. JESSICA WILSON RODRIGUES

TYBCOM

473

GENERAL SECRETARY.

2.

Mr. MAYUR PARIHAR

SYBCOM

64

PRESIDENT.

3.

Ms. SHIVANI LAXMIKANT CHAUDHARY

SYBCOM

608

LADY REPRESENTATIVE.

4.

Ms. SANSKRUTI LALIT CHAUHAN

SYBCOM

16

RESERVATION REPRESENTATIVE.

5.

Ms. RAKHI MISHRA

TYBCOM

852

TYBCOM REPRESENTATIVE.

6.

Ms. ISHITA RAJESH CHAURASIA

SYBCOM

815

SYBCOM REPRESENTATIVE.

7.

Mr. PRATHAMESH JAGDISH DALVI

FYBCOM

9

FYBCOM REPRESENTATIVE.

8.

Ms. BENITA ELSA GEORGE

TYBCOM

26

CULTURAL REPRESENTATIVE.

9.

Ms. PRACHI PRATAP Singh RATHORE

SYBCOM

276

NSS REPRESENTATIVE.

10.

Mr. PRANAV PRASHANT BHOSALE

TYBCOM

408

GYMKHANA REPRESENTATIVE.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

35

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of the College takes great pride in organizing and fostering a sense of community service among students and alumni of the college by organizing activities such as gatherings such as cultural events, workshops, lectures etc featuring esteemed personalities from diverse fields. These events serve as invaluable platforms not only for pass-out students but also for students and faculty members, covering a diverse range of contemporary subjects and topics that are both interesting and relevant. The alumni of the College both in India and abroad help and support to promote not only various social causes among the students and also external help for higher studies and employment in India and abroad.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

A. ₹ 15 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The College always promotes a culture of participative management by involving staff and students in various activities. All major policies of the College are planned and designed by the Management, Principal, Vice-Principal and Committee Conveners. Some exceptional policies are discussed and finalized in CDC and Periodic Review Meetings (PRM). The Management plays a major role in drafting the quality policy of the College. The Management has facilitated the College to start a variety of courses to enable students to grab the opportunity of learning different programs under one roof. Management representatives regularly visit College and extend support and guidance. Faculty members participate in sharing knowledge by discussing latest trends/technology in teaching and learning during faculty meetings. The Principal collaborates with Vice Principal, HODs, Coordinators, faculty and non-teaching staff to upgrade College activities. The Principal of the College is a member of the Governing Body. The Governing Body gives suggestions and monitors procurement, the introduction of new programs and welfare activities. All staff members actively participate in implementing the policies, procedures, and framework designed by the Management in order to maintain and achieve the quality standards and the vision and mission of the College. Faculty members are assigned various administrative, academic and student activities, extension work etc. in keeping with their expertise.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralized Management: The College supports decentralized governance with well defined inter-relationships. The Management of the College has two main committees i.e. Governing Body (GB) and College Development Committee (CDC). Regular meetings of these Committees are held for the effective and smooth functioning of the college at different levels:

All decisions related to the College are taken by the Principal in consultation with the Head of Departments. The Principal is the academic and administrative Head of the College and a

member of the Governing Body. The Department Heads are responsible for the day-to-day administration of the Departments and report to the Principal. In addition, staff members freely offer suggestions and ideas for improvement. Student's feedback is also gathered through formal and informal mechanisms.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Digital Library

- Hinduja College Library has a collection of approximately 52,000 books and 82 National and International Journals, in print and online versions.
- The Library is a hybrid library which is moving towards digitization since 2018. KOHA a software which offers advanced library functions has been implemented. Further, with an OPAC system, students and teachers can access the library collection and also select or reserve required books while they are off-campus. During the pandemic, this service was extensively availed.
- Remote-Log software, with the help of which databases i.e. J-Gate, IBI, and INFLIBNET N-List has been subscribed. This software enables our teachers and our researchers to access lakhs of national and international journals, thesis, and other research articles.
- Hinduja College Library has an institutional membership with the Indian Merchants Chamber (IMC) and SNT University, Churchgate. This linkage facilitates our students, teachers, and research scholars to access those libraries and even borrow books from them.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organogram of the College describes the decentralized structure of the College administration. The College functions through the cooperative efforts of the Management, Principal, teaching and non-teaching staff members who strive towards a common goal.

The Management is responsible for overall formulation of policy matters. The Principal and Vice Principal are involved in the implementation of plans and policies to answer the effective functioning of the College.

The IQAC meets regularly to assess the quality deliverance of education in the College leading to achieve course and program outcomes.

Heads of Departments and Course Coordinators along with the faculty members are responsible to administer the day-to-day curricular and co-curricular activities of the respective Department. This contributes significantly towards the achievement of overall organizational objectives.

The College Librarian is the Head of the Library Department. The Registrar is the Head of the Non-Teaching staff. All financial transactions are monitored by the Finance Officer. This trinity plays a vital role in the smooth functioning of the College by providing assistance and helping in completing University formalities in time. They ensure that the administrations of various sections are carried out efficiently as per the College plans and the instructions of the Principal and Vice-Principal.

File Description	Documents
Paste link to Organogram on the institution webpage	Institutional Organogram
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching

Non-teaching

Duty leaves are sanctioned to faculty members for participation in seminars, workshops, conferences, research work or any other academic related activities.

Compensatory Leaves are sanctioned to the staff members when they work on Sundays or other holidays.

Seats for wards of the faculty are reserved under the Management quota.

Financial assistance in the form of reimbursement is extended to faculty members for research work and further studies.

Advance against salary is given to the faculty members on request.

Faculty Development Programs are organised from time to time.

Tuition fee concession is provided to faculty members pursuing Ph.D

from the College Centre.

Advance on request against salary and festival loans are given to the non-teaching staff.

Non-teaching staff members are covered under mediclaim for Rs. 5,00,000/- .

Seats for wards for non-teaching staff members are reserved under the Management quota.

The services of a qualified Counselor are made available at no cost.

Tuition fee concession is given to wards of employees.

Ganesh Puja and an annual Satyanarayan Puja are organised to create a bonding amongst staff members.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

30

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Appointment of CFO In order to monitor financial resources, inculcate effective use of funds, ensure transparency and for complying rules and regulations, management has appointed well qualified Chief Financial Officer paid by the management.

INTERNAL AUDIT Internal Auditor : Lakhani and Associates The College activities come under the activities of Smt. P.D.Hinduja Trust. The accounts of the Trust are audited by Internal Auditors. The internal Audit is conducted to ensure that proper internal control exists in the organization for transactions done by the organization. This is done to safeguard the interest of the organization Annual Quality Assurance Report of K.P.B.HINDUJA COLLEGE OF COMMERCE Audit is conducted half yearly and the observations of the auditors are sent to management of the organization. The college takes appropriate actions to resolve the observations of the auditors and gives suitable replies to the satisfactions of the auditors. **EXTERNAL AUDIT** Statutory Auditor : KMPS and Associates As mentioned above, college activities come under the scope of Smt. P. D. Hinduja Trust. The accounts of Smt. P. D. Hinduja Trust are audited by Statutory Auditors. The statutory Audit is conducted as per the provisions of Bombay Public Trust Act, Rules and Byelaws of the Trust. Statutory Audit is conducted to ensure that the transactions of the Trust are within the power of the Trust and proper books of accounts as required by the Act have been kept by the Trust and to find that the accounts are in agreement with Books of Accounts.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

1392328

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Funds received in various headings are optimally utilized for the concerned purpose only.

1. Development Fund collected from students via admission fees is utilized for repairs and maintenance of the college. 2. Research Grants are utilized for conducting research activities as conferences, seminars, paper publications. 3. Sponsorship received from corporates and other are used for conducting social initiatives, social activities, training and development. 4. Library funds are utilized for purchase of reference books, journals, magazines, ebooks, audio books. 5. Gymkhana funds are utilized for promoting sports activities by appointing coaches for various games, encouraging students to participate in various activities district, state, national and international level. 6. Staff and students are encouraged to participate in all the extracurricular activities, 7. Scholarships, Freeships, academic prizes and awards are provided to staff and students for enhancing academics.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Online Education through Zoom Meeting Platform:

In Covid 19 Pandemic from September 2020 onwards, Online teaching - learning was introduced on Zoom Platform. Teachers and students were required to login through newly created @hinduja college unique IDs. The Telegram link, lecture links, timetable and code of conduct were shared with teachers and students to ensure effective teaching-learning. Committee meetings, seminars, webinars were also conducted online through Zoom platform.

Online Examination

As per the instructions of the University of Mumbai all colleges were required to conduct examinations in the online mode. The University had assigned the responsibility for the conduct of online exams to the Lead College in a Cluster formed by them. The Lead College with mutual consent of all Cluster members commonly selected a Service Provider named Edfly to conduct the exams.

The College administration made sure that all the guidelines issued from time to time by the University were followed. Students were made to appear for a mock test before each exam, to get acquainted with the online examination portal. Exams for all semesters were conducted according to the communication from the University and results were declared within the given deadlines.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

(1.) IQAC scheduled interviews for 14 teachers who were due for promotion under CAS (Career Advancement Scheme) as per the API guidelines set out in UGC Regulations 2010 (and the two amendments). Screening cum Evaluation Committees appointed by University of Mumbai reviewed the performance of the teachers by adhering to the criteria laid down for API score in PBAS. 4 teachers were promoted from Stage 1 to 2 and 2 teachers were promoted from Stage 2 to 3.

(2.) Post accreditation, 7 teachers have completed Ph. D; 3 teachers have completed M.Phil and 2 teachers have passed NET/ SLET.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above
File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded
INSTITUTIONAL VALUES AND BEST PRACTICES	
7.1 - Institutional Values and Social Responsibilities	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
Promoting gender equality in education is crucial for empowering women in patriarchal societies. Our institution is dedicated to fostering gender sensitivity through various initiatives, starting from student admissions to faculty recruitment. The College enrolls more female students and has a significant proportion of female faculty members. Gender sensitization is integrated into the curriculum through subjects like Foundation Course, Law, Cooperation, and Micro Finance, covering topics such as women's rights, gender-based violence, financial opportunities, and government programs for women's empowerment. Additionally, the College provides a Counseling Cell and a dedicated Common Room for female students. The Women Development Committee (WDC) plays a key role by organizing programs, including a workshop on the Constitution of India and Gender Equality. The NSS Committee also conducts annual workshops on gender-related issues like menstruation, street	

harassment, human trafficking, and empowerment initiatives. Street plays advocating gender equality are part of these efforts, fostering an inclusive and empowered environment for all students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management - Waste is generated in every department, office, staff room, and classroom, which is then deposited in small waste bins located in those areas. The housekeeping staff regularly empties the small bins into larger bins. The Mumbai Municipal Corporation ensures the regular collection of solid waste.

Liquid Waste Management - The college generates a minimal amount of liquid waste, which is efficiently managed by the Municipal Corporation. Both solid and liquid waste are collected separately by the BMC, using blue and green dustbins respectively.

Waste Management System - The College takes responsibility for segregating dry and liquid waste at its own level, using blue and green dustbins. The Municipality collects the waste and directs it to the Waste Management System. Additionally, the NSS Committee of the College organizes various programs every year to educate students about waste management processes. This

year, the programs included a Paper Recycling Workshop, Beach Cleaning, Innovation in Environment Conservation, and more.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities	B. Any 3 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information:	C. Any 2 of the above
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Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our institution is committed to creating an inclusive environment that promotes tolerance and harmony among individuals from diverse cultural, regional, linguistic, and socioeconomic backgrounds. We have implemented various initiatives to ensure that every community member feels secure and respected.

We organize events and awareness campaigns on significant occasions like World Environment Day, World Blood Donor Day, and International Yoga Day to celebrate diversity and foster unity among students and staff. Our NSS (National Service Scheme) committee plays a vital role in promoting inclusivity by conducting programs that challenge stereotypes and encourage understanding across different communities.

We also engage in community outreach programs, organizing blood donation camps, food donation drives, and clothing distribution initiatives to promote empathy and solidarity. Additionally, we conduct workshops on topics such as "Positive Talks on HIV/AIDS" and "Career Guidance" to empower individuals from diverse backgrounds and support their personal and professional growth.

Through seminars, quizzes, and poster-making competitions on subjects like the electoral process, communal harmony, and human rights, we encourage critical thinking and appreciation

for diverse perspectives. These initiatives reflect our institution's commitment to nurturing a community built on tolerance, harmony, and respect.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Our institution is committed to raising awareness about constitutional values, rights, duties, and responsibilities among students and staff. Through NSS activities, the Women Development Committee (WDC), and other initiatives, we promote a deeper understanding of the Indian Constitution and its significance.

We organize various events and workshops focused on constitutional literacy, including quiz competitions, seminars, and discussions on the Constitution and the Election Process. These help students grasp key democratic principles, while sessions on human rights, judicial intervention, and communal harmony foster an appreciation for justice and equality.

Events like the National Voters' Day Competition and the Mega Electoral Process encourage active participation in the electoral process and responsible voting, empowering individuals to exercise their democratic rights.

We also address social issues such as violence against women, human trafficking, and substance abuse prevention through street plays, workshops, and awareness programs. These initiatives promote social responsibility and a stand against injustices, fostering tolerance, respect, and acceptance.

Overall, our efforts aim to create an inclusive community that values equality, justice, and civic responsibility, empowering students and staff to actively contribute to society's betterment.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our institution proudly celebrates a variety of national and international commemorative days, events, and festivals throughout the year, offering opportunities to raise awareness, engage the community, and honor cultural diversity.

For World Environment Day, we organize activities such as reels on environmental conservation and tree plantation drives. On World Blood Donor Day, quiz competitions and blood donation camps highlight the importance of blood donation. To mark

International Yoga Day, we host yoga sessions promoting physical and mental well-being, and during Pride Month, we hold events to foster inclusivity for the LGBTQIA+ community.

Independence Day is celebrated with poster-making contests, flag hoisting, and cultural events to inspire patriotism. We also conduct beach cleanliness drives to raise awareness about marine pollution. Our participation in national initiatives like the Swachh Bharat Abhiyan and NABARD Awareness programs encourages cleanliness, sanitation, and sustainable practices.

Workshops on social media responsibility, cyber security, and human rights further promote responsible citizenship. These events instill civic duty, cultural appreciation, and environmental awareness in students and staff, building an inclusive, informed, and responsible community that actively contributes to societal growth and well-being.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

- The College gives cash prizes to the students, who are semester-wise Toppers and course toppers, having excellent academic performances at Semester End Examinations.
- The College also gives cash prizes to the students, who have excellent Sports performances at International, National level, State level, College level.
- The College recognizes faculty members with cash incentives and prizes for their contributions towards quality research work.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- The College gives cash prizes to the students, who are semester-wise Toppers and course toppers, having excellent academic performances at Semester End Examinations.
- The College also gives cash prizes to the students, who have excellent Sports performances at International, National level, State level, College level.
- The College recognizes faculty members with cash incentives and prizes for their contributions towards quality research work.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The College has planned to become apply for Autonomy Status and also to shift to the NEP-2020 (Self-Financing Section)

Re-Development Plans

Departments will be guided towards this achievement through holding Faculty Development Programmes.

Enhancement of skills of students through various Add-on Courses and other Certificate Courses to promote incremental growth in the skill sector with an aim to nurture employable citizens of tomorrow.

The College is committed to create a research culture amongst its students and faculty.

In concurrence with this, the IQAC will encourage and promote ESG and also 'green initiatives' amongst all faculty and students, in diverse sectors.