



YEARLY STATUS REPORT - 2023-2024

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++	3.13	2011	16/09/2004	16/09/2009
Cycle 2	A	3.59	2017	27/03/2011	26/03/2016
Cycle 3	A+	3.59	2018	30/10/2017	29/10/2022
Cycle 4	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	
UGC	JRF	UGC	05/06/2023	384400	
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	02	
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?	Yes	
If yes, mention the amount	84 lakhs	
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Special Faculty Development Programme for Faculty at Rishikesh 2. Special Non-teaching Development Programme on Team Building at Karjat 3. Software for Online Continuous Assessment Examinations through DataVista 4. Add-on Certificates Courses for Students on FinTech and Risk Management		
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 advance with Fully digital magazine instead of hard copy	Successfully prepared a digital College Magazine.	
To organize special training programme on Yoga And Wellness for Faculty	Successfully arranged a FDP at Rishikesh on Yoga and Wellness	
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	23/04/2024

14. Was the institutional data submitted to AISHE ?

Yes

- Year

Year	Date of Submission
2022-23	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:

AT UG and PG levels certificate courses are organized along with various seminars and workshops to develop our students' for different skilled based programmes for ensuring better employability and their holistic development.

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

College has implemented NEP 2020 and accordingly the Indian Knowledge system (teaching in Indian Language, culture etc) syllabus was implemented from the academic year 2023-2024. Integrating Indian knowledge system (IKS) into the current system allows for a wider perspective into all aspects of culture/heritage, values & knowledge of India through their holistic development.

19. 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. BBA, Digital Business, BTM

20.Distance education/online education:

We are affiliated to University of Mumbai for regular UG and PG Programs, so are not permitted to offer Distance / Online Education Program.

Extended Profile

1.Programme

1.1 18

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 4490

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

1452

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

2898

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

18

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 **18**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **4490**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1452**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **2898**

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 **18**

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	No File Uploaded
3.3	88
Number of sanctioned posts for the year:	
4.Institution	
4.1	431
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	20020123
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.	
In 2022, the College was granted 'Autonomous Status', empowering it to design a dynamic curriculum tailored to learner needs. This curriculum aligns with the institution's vision, the National Education Policy (NEP), and the goals of academic autonomy. The Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) reflect the curriculum's relevance, addressing local, national, and global needs.	

The College employs modern teaching methods to foster holistic student development. Each department creates Program Objectives linked to Course Learning Outcomes, ensuring the curriculum stays relevant to current social and workplace trends. Stakeholder feedback is integral to developing an outcome-based syllabus, with curriculum adjustments made based on national and international trends and local needs. These changes are reviewed and approved by the Board of Studies (BoS) and Academic Council, which include experts from academia, industry, and research.

Program outcomes focus on critical thinking, problem-solving, and addressing socio-cultural and legal issues, while promoting community welfare. The curriculum also emphasizes research skills and bridging the gap between industry and academia. Students are equipped with strong communication skills, soft skills, and up-to-date digital knowledge, enhancing their ability to network, collaborate, and excel in team dynamics.

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

08

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

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

36

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
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

162

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
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

08

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
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

The institution incorporates cross-cutting concerns such as

Professional Ethics, Gender, Human Values, Environment and Sustainability. Various courses across different streams impart knowledge on Human values such as liberty, equality, justice, tolerance, peace and communal harmony and secularism, national integration. Our curriculum also emphasizes gender inclusivity, promoting a diverse and equitable learning environment that prepares students to navigate a globalized workforce.

The Institution promotes the instillation of humanitarian principles, societal orientation, an appreciation of citizens' rights, ecological awareness, the development of a scientific temperament, and sensitization to vulnerable groups in society. These cross-cutting issues are also the focal point for several workshops, seminars, webinars, and guest lectures organized by various committees. Few courses in B. Com. and various SFC Courses highlights the significance of professional ethics, Financial Ethics, Code of conduct for professionals, environmental concern aim to create awareness about various global issues affecting peace and harmony.

Through courses, curricula, festivals, and activities, the institution imbibes human values in the learners. 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

02

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above**1314**

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**659**

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

B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://forms.gle/VAhe82Ta1TjQvwoT7
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	C. Feedback collected and analysed						
<table> <tr> <th data-bbox="76 275 539 338">File Description</th><th data-bbox="539 275 1445 338">Documents</th></tr> <tr> <td data-bbox="76 338 539 450">Provide URL for stakeholders' feedback report</td><td data-bbox="539 338 1445 450">https://forms.gle/VaNTGHfdTX1XuzCdA</td></tr> <tr> <td data-bbox="76 450 539 517">Any additional information</td><td data-bbox="539 450 1445 517">View File</td></tr> </table>	File Description	Documents	Provide URL for stakeholders' feedback report	https://forms.gle/VaNTGHfdTX1XuzCdA	Any additional information	View File	
File Description	Documents						
Provide URL for stakeholders' feedback report	https://forms.gle/VaNTGHfdTX1XuzCdA						
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							
4523							
<table> <tr> <th data-bbox="76 875 539 938">File Description</th><th data-bbox="539 875 1445 938">Documents</th></tr> <tr> <td data-bbox="76 938 539 1016">Any additional information</td><td data-bbox="539 938 1445 1016">No File Uploaded</td></tr> <tr> <td data-bbox="76 1016 539 1117">Institutional data in prescribed format</td><td data-bbox="539 1016 1445 1117">View File</td></tr> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	View File	
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)							
431							
<table> <tr> <th data-bbox="76 1319 539 1382">File Description</th><th data-bbox="539 1319 1445 1382">Documents</th></tr> <tr> <td data-bbox="76 1382 539 1460">Any additional information</td><td data-bbox="539 1382 1445 1460">No File Uploaded</td></tr> <tr> <td data-bbox="76 1460 539 1561">Number of seats filled against seats reserved (Data Template)</td><td data-bbox="539 1460 1445 1561">View File</td></tr> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of seats filled against seats reserved (Data Template)	View File	
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 course coordinators of each programme have regular meetings and interactions with the students to understand their learning difficulties. For slow learners, remedial classes focusing on core subjects like Business Mathematics and Accounting are conducted before semester end and make up exams. For Advanced Learners departments conduct specific workshops on advanced topics like Financial Modelling and Digital Marketing. Bridge on gap for							

subjects like Accountancy are organised for both advanced and slow learners. Advanced learners are encouraged to participate in intercollegiate competitions, management conclave's cultural /sporting events and public speaking debates. They are also given an opportunity to be office bearers of Student's Council and various professional bodies and lead professional activities at University and National Levels. Meritorious students are felicitated on Annual Day with cash awards and medals. Students with learning disabilities who require assistance are encouraged to meet the counsellor in college for getting professional help.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2024	4490	39

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:

Student centric, methods like classroom discussions, group discussions, exhibitions and debates on various topics are used to facilitate interactive approach to learning and encourage greater participation. Group presentations, management case studies, real time case studies, project work is used to encourage teamwork and participative learning. Departments organise real time online trading opportunities to students to encourage participative learning. Real time case studies, industrial visits, field visits are organised to encourage experiential learning. Social outreach programs like visits to slums, orphanages, old age homes, donation drives for underprivileged etc under NSS and DLLE to inculcate social values and expose the students to real-life situations. Student clubs and committees are elected that work independently

to organize events and fests of academic and non-academic nature, to promote participative and experiential learning. Industrial visits to department specific allied industries are organised every year to give students an understanding of the practical nature of their chosen field of study.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

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

The teachers make extensive use of Power Point, e-learning materials, videos, documentaries, etc. to make teaching-learning. Faculty members of the BMS department actively integrate ICT tools like, Smartboards for interactive teaching. Platforms such as Google Classroom and Zoom for online lectures and resource sharing. Use of Kahoot and Mentimeter for quizzes and feedback. Internal class tests of BCom during the second half of the academic year were held online. YouTube videos are incorporated into power point presentations in BMMC subjects like Digital Marketing, Consumer Behaviour to explain concepts of Google Algorithms and Analytics in a learner friendly way. Also, the college uses its own website to keep students informed about all relevant developments including notices, examinations, start of classes etc. The faculty members have utilized online platforms such as Google Meet and Zoom to hold the classes and lectures. Assignments, quizzes, and materials were communicated to the students via Google Classroom and other such applications so that academic activities could continue with as far as possible under the pressing situations (red alert in Mumbai due to rains etc).

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
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****39**

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

Considering that there is a tight schedule to adhere to with regards to academic and extra-curricular activities, the academic calendar provides a roadmap to planning, coordination, and organisation of all academic activities and events within a designated time frame. Compliance with the directives of state and national level educational organisations is ensured while setting key dates like term end and start, commencement of examinations. Subjects are allocated to teachers before the semester begins, so that the faculty can chalk out their academic plans accordingly. Exam dates, Industrial visit dates, holiday dates etc are informed to teachers and students alike in advance. Faculties develop teaching plans as per their subjects and instruct students on assignments/presentations/ tests in advance. Feedback from faculties, students and other stakeholders is used to identify and make changes to the academic plans as and when needed. Extra-curricular and co-curricular activities are incorporated into the academic planning to provide students with a mix of theory and practical exposure.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full-time teachers against sanctioned posts during the year****39**

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)

446

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

354

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
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

The college conducts Continuous Internal Assessment (CIA) through Google Forms and LMS for online assessments. Maintains digitized attendance, evaluation and grade records for additional certificate programs called FINTECH. Online submission of Research Projects is encouraged as it is cost effective and eco-friendly. These research projects which are available on mail are useful as reference tools for future classes. Online lectures are held during forced holidays like torrential rains so that lectures schedules are not compromised. Unfair means notices and reminders are sent to students both online and offline to encourage ethical exam practices. Exam notices are not only sent to classrooms but also sent on students WhatsApp groups as reminders. Google forms are used to get information regarding number of students taking a particular subject. Implementation of online internal examinations in FYBCOM allows for flexibility and saves time and resources.

File Description	Documents
Upload any additional information	View File
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

Programme outcomes and course outcomes are communicated in detail to the students during the respective FY orientation of both aided and Self Finance courses. The COs & POs are discussed at length with the students to explain to them the benefits of studying their chosen programme. In the SY and TY classes, the respective subject teachers discuss the syllabus at the beginning of the academic year and explain the COs and POs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
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 institution employs various methods to evaluate the attainment of Programme Outcomes and Course Outcomes. Direct assessment methods such as internal tests, quizzes, practical tests and projects related to the specific courses are conducted regularly to evaluate student learning. Critical thinking, research skills are evaluated through project work submitted by students. Vivas conducted and marks earned by students in vivas conducted by external faculties on these projects, help the institution judge the learners' readiness in articulating and clarifying ideas, ability to connect theory with practice and comprehension of concepts discussed in class. Classroom discussions and students' queries on topics taught greatly help the teachers understand the levels of learners' comprehension. The results of the semester end examinations provide an insight into the attainment of course outcomes. The number of students securing admissions in premier

institutions for further studies, student internships, placements, students clearing competitive exams are all indicative of successful attainment of Programme Outcomes and Course Outcomes by the institution.

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

824

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	View File
Paste link for the annual report	https://forms.gle/VAhe82Ta1TjQvwoT7

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/fr8HsJpZ8G511y1c9>

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

College regularly upgrade research facilities to ensure access to state-of-the-art equipment and technology. A well-developed research center oversee the allocation of resources and monitor ongoing research. The college allocates annual budgets for seed funding, small grants, and equipment. Faculty and researchers are

supported in applying for national and international grants and encouraged to participate in national and international conferences, with financial support provided where applicable. A dedicated team of experienced researchers provides guidance in preparing various grant proposals. Research publications in indexed journals, patents, and other significant achievements are recognized and rewarded by giving monetary incentives or awards for high-impact research outputs. This policy is reviewed biennially to ensure alignment with emerging trends, institutional priorities, and regulatory requirements. The list of all research supervisors is uploaded on college website.

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)

00

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

00

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)

66000

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

26

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 fostered a dynamic ecosystem designed to encourage innovation, knowledge creation, and seamless transfer across multiple sectors. Central to this ecosystem are dedicated centers focused on research, community services, etc., which work in tandem to drive both academic excellence and real-world impact.

The research centers facilitate cutting-edge investigations across various disciplines, promoting collaboration between faculty, students, and industry experts. This collaborative approach not only generates new knowledge but also helps translate research outcomes into practical solutions that address societal challenges. These empower students and faculty to transform ideas into viable businesses, contributing to economic growth and job creation.

Community-oriented initiatives are also integral to this ecosystem, ensuring that knowledge and innovation are accessible beyond the campus. These programs foster partnerships with local communities, addressing their needs while providing students with hands-on, impactful learning experiences.

This holistic approach ensures a continuous flow of ideas, knowledge, and innovation, positioning the institution as a leader in research, entrepreneurship, and societal contribution. Through these centers, the institution not only supports academic pursuits but also catalyzes positive change at local, national, and global levels.

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

00

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

A. All of the above

**following: Research Advisory Committee
Ethics Committee Inclusion of Research
Ethics in the research methodology course
work Plagiarism check through
authenticated software**

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	View File
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

18

File Description	Documents
URL to the research page on HEI website	https://hindujacollege.in/doctorateDegree
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

02

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

00

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

00

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

00

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

Extension activities play a pivotal role in sensitizing students to social issues and fostering their holistic development. Through engagement in community outreach programs, environmental campaigns, health awareness drives, and social welfare initiatives, students gain firsthand exposure to societal challenges. These experiences cultivate empathy, social responsibility, and a sense of civic duty, encouraging them to contribute meaningfully to society.

Such activities bridge the gap between theoretical learning and practical application, enabling students to understand real-world

problems and collaborate on solutions. They develop critical life skills, including communication, teamwork, and leadership, which are essential for personal and professional growth.

Participation in these initiatives also promotes cultural awareness and inclusivity, as students often work with diverse communities, gaining insights into different perspectives. Additionally, these experiences foster emotional resilience and ethical awareness, preparing students to navigate complex social dynamics. Ultimately, extension activities not only enhance their academic learning but also shape them into socially conscious and well-rounded individuals, capable of contributing positively to their communities and beyond.

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

00

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)

123

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**6757**

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****2**

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)**00**

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, 2 computer laboratories and 1 conference room. All 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 computer laboratories, well equipped with 100 computers with latest hardware/software technologies and Wi-Fi facilities. College also has other IT Facilities such as, Online Learning Management System (LMS), Digital library with e-books, journals, Smartboards and audio-visual equipment in classrooms. 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, helping 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 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 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 in advance. The students get reimbursement of travelling expenses when they go outstation to represent college on submission of documents for the same. A qualified Coach guides the students for different sports activities, who maintains the students' attendance records later 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)

2493599

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)

671285

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**8601**

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

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

Our institution provides state-of-the-art IT facilities to support academic and research pursuits.

Wi-Fi Connectivity:

- Campus-wide Wi-Fi coverage
- High-speed internet (100 Mbps)
- Secure authentication (WPA2 Enterprise)
- Last updated: 01/03/2023

Computer Laboratories:

- 100+ computers with latest hardware and software
- Operating Systems: Windows 10 with sp1
- Last updated: 06/06/2023

Other IT Facilities:

- Online learning management system (LMS)
- Digital library with e-books and journals
- Smartboards and audio-visual equipment in classrooms

Upcoming Updates:

- Upgrade to dual band 1 Gbps internet speed (planned for [Date,

01/01/2026]]

- Implementation of AI-powered learning tools (planned for Date 06/01/2026)

Our IT facilities are regularly updated to ensure students and faculty have access to the latest technology and resources

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
4490	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	View File
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)

3601677

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 in the College premises. 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. 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 and well maintained Gymkhana.

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. 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****69**

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**60**

File Description	Documents
Upload any additional information	View File
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

119

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****13**

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**111**

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****09**

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****03**

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

The Students' Council plays an important role as it represents the students of the institution and facilitates communication between the students and the administration. The Students' Council also organises various enrichment programmes for the students of the College so as to ensure greater participation by students and inculcate a sense of bonding and camaraderie amongst the students of the College. The College involves students in a multitude of administrative, co-curricular and extracurricular activities. Almost all the committees of the College are duly supported by participation of students at various levels. Every year the College appoints General Secretary, President, Class Representatives and other Committee Representatives on the Students' Council. Representation is provided for students on Statutory Bodies such as Internal Committee (for prevention and prohibition of sexual harassment) and Grievances committee. The student representatives actively participate in committee meetings, deliberations and decision-making process.

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

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

24

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 adverse 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. For the year 2023-24, the Alumni Association organised a Garba Rass Event.

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

E. <2 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 fosters a culture of participative management, engaging both staff and students in key activities. Major policies are developed by the Management, Principal, Vice-Principal, and Committee Conveners, with exceptional policies discussed in CDC and Periodic Review Meetings (PRM). The Management plays a vital role in formulating the College's quality policy and has supported

the introduction of diverse courses, offering students a range of learning opportunities. Management representatives regularly visit the College to provide guidance and support. Faculty members actively contribute by sharing insights on emerging trends and technologies in teaching during faculty meetings. The Principal collaborates with the Vice Principal, HODs, Coordinators, and staff to improve College operations, and is a member of the Governing Body, which oversees policy implementation, procurement, and welfare activities. All staff members are involved in executing policies and procedures designed by the Management to uphold the College's quality standards and its vision. Faculty members are assigned roles in academic, administrative, and student activities based on their expertise, ensuring a collaborative approach to achieving the College's goals.

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

The College follows a decentralized governance model with clear inter-relationships. Key decision-making is overseen by two primary bodies: the Governing Body (GB) and the College Development Committee (CDC), which meet regularly to ensure efficient functioning across all levels. The Principal, as both the academic and administrative head, plays a central role in decision-making, consulting with Heads of Departments (HODs). Each Department Head manages the day-to-day operations of their department, reporting directly to the Principal. Staff members are encouraged to contribute ideas and suggestions for improvement, fostering a collaborative environment. Student feedback is actively collected through both formal and informal channels to guide ongoing improvements. This decentralized structure ensures effective management and continuous development of the College.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
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

The institutional Strategic plan has been clearly articulated and implemented for the students, faculty infrastructure, new technology, funds etc. are as follows:

- 1. Renovations to revive ageing infrastructure.**
- 2. Improvement of Institutional research profile, by providing financial support to the faculty members and providing research infrastructure for pursuing their Ph.D work at the institute**
- 3. NIRF ranking of the institute**
- 4. Improvement of training and placement**
- 5. Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT (Information and communication technology) and innovative means.**
- 6. Introduction of new subjects at the under-graduate level.**
- 7. New certificate courses for students.**

Deployment Documents

- 1. New building along with sanctioned plan and photo of completed building**
- 2. The experts from the various industries share their recent trends, requirements and the problems faced by the industries.**
- 3. The project outcome will be increased number of research articles being published in conferences/articles in reputed quality journals.**
- 4. As per NEP 2020, new subjects alongwith New Certificate Courses for skill development which aims at future employability for the students at the under-graduate level has been introduced.**

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. 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.

Service Rules are as per the norms of University of Mumbai.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
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) Documen	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

The institution has instituted the following welfare measures for teaching and non-teaching staff:

- Faculty members are granted duty leave to attend seminars, workshops, conferences, engage in research, or participate in any other academic-related activities.**
- Staff members are eligible for compensatory leave when they work on Sundays or public holidays.**
- Seats for the children of faculty members are reserved under the Management quota.**
- Faculty members can avail financial assistance in the form of reimbursement for research activities and further studies.**
- Regular Faculty Development Programs are organized to support**

professional growth and development.

-Faculty members pursuing a Ph.D. through the College Centre are offered a tuition fee concession.

-Faculty members and non-teaching staff may request an advance against their salary when needed.

- Non-teaching staff can avail themselves of salary advances and festival loans upon request.

-Non-teaching staff members are provided with mediclaim coverage of ₹5,00,000.

-The services of a qualified counselor are made available to staff members at no cost.

-Employees' children are eligible for a tuition fee concession.

-Ganesh Puja and an annual Satyanarayan Puja are organized to foster camaraderie and strengthen bonds among staff members.

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

207728

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**02**

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.)**09**

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 Maharashtra 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)

10.31

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 utilised for the concerned purpose only. Annual Quality Assurance Report of K.P.B. HINDUJA COLLEGE OF COMMERCE 1. Development Fund collected from students via admission fees is utilized for repairs and maintenance of the college. 2. Research Grants are utilised for conducting research activities as conferences, seminars, paper publications. 3. CSR funds received from corporates are used for conducting social initiatives, social activities, training and development. 4. Library funds are utilised for purchase of reference books, journals, magazines, eBooks, audio books. 5. Gymkhana funds are utilised 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 extra-curricular 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)

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in institutionalizing quality assurance strategies and processes at our institution. In the First Cycle of accreditation, IQAC's efforts were focused on initiating foundational practices to ensure quality enhancement. These included the establishment of robust mechanisms for regular feedback, curriculum development, faculty training, and the introduction of various student-centric programs.

In the Second and subsequent cycles of accreditation, IQAC has taken a more proactive approach by focusing on post-accreditation quality initiatives. The cell has worked diligently to implement action plans based on the recommendations from previous assessments. These initiatives have led to the introduction of advanced teaching methodologies, increased use of technology in education, faculty development programs, Book bank, Add-on courses, Mentorship, slow learners (remedial lectures), counselling (student mental health) and career counselling. Student and faculty development program and enhanced student support services. Moreover, IQAC has focused on fostering a culture of research and innovation, along with strengthening industry-academia linkages.

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

An academic calendar serves as a vital framework for educational institutions, outlining the dates for the start and end of terms, examination periods, and important events. It provides structure and ensures that the institution functions in an organized manner. In parallel, daily lecture records are maintained to track the content covered, attendance, and student participation during each class. This helps in monitoring progress and ensures that the curriculum is being followed efficiently.

The preparation of lesson plans for each semester is a critical aspect of effective teaching. It involves outlining the topics, and learning objectives for each session. Well-prepared lesson plans guide the instructor, maintain consistency, and enhance student engagement.

Evaluation of teachers by students is an important feedback mechanism. It allows students to express their views on teaching effectiveness, course content, and overall learning experience. These evaluations help institutions identify areas for improvement and foster a culture of continuous development.

Lastly, student result analysis involves assessing academic performance through grades and assessments. It helps in identifying trends, strengths, and areas requiring attention. This analysis aids teachers and administrators in providing targeted support, improving teaching strategies, and ensuring students' academic success. Together, these practices contribute to a high-quality education system.

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)	B. Any 3 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	View File
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, gender equality, self defence, Sexual 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	View File
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.

E-waste Management is also organized by the College.

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

D. Any 1 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	A. Any 4 or all of the above
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: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	C. Any 2 of the above

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 dedicated to fostering an inclusive environment that encourages tolerance and harmony among individuals from various cultural, regional, linguistic, and socioeconomic backgrounds. To ensure that every community member feels valued and secure, we have implemented several initiatives.

We celebrate diversity and promote unity by organizing events and awareness campaigns on occasions such as World Environment Day, World Blood Donor Day, and International Yoga Day. Our National Service Scheme (NSS) committee plays a significant role in advancing inclusivity through programs that challenge stereotypes and enhance mutual understanding across different communities.

Community outreach is another vital aspect of our efforts. We host blood donation camps, food drives, and clothing distribution initiatives to cultivate empathy and solidarity. Additionally, we conduct workshops on topics like organ donation, HIV/AIDS awareness, and career guidance to empower individuals and support their personal and professional development.

To encourage critical thinking and appreciation for diverse perspectives, we organize seminars, quizzes, and poster-making competitions on themes such as the electoral process, communal harmony, and human rights. These activities reflect our unwavering commitment to building a community founded on respect, harmony, and tolerance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:	
Our institution is dedicated to promoting awareness of constitutional values, rights, duties, and responsibilities among students and staff, integrating these principles into the curriculum and engaging students in various activities. Through initiatives such as NSS programs and the Women Development Committee (WDC), we foster a deeper understanding of the Indian Constitution and its importance. We organize events and workshops to enhance constitutional literacy, including quizzes, seminars, and discussions on the Constitution and the electoral process. These activities help students understand fundamental democratic principles, while sessions on human rights, judicial processes, and communal harmony encourage a commitment to justice and equality. Activities like the National Voters' Day Competition and the Mega Electoral Process inspire active involvement in the electoral system, emphasizing responsible voting. Students also participate in voting awareness campaigns, and teachers and NSS volunteers are assigned roles to support these efforts. Additionally, we address pressing social issues such as violence against women, human trafficking, and substance abuse through street plays, workshops, and awareness campaigns. These initiatives cultivate social responsibility, promote tolerance, and encourage respect and acceptance. Overall, our efforts aim to build an inclusive community that upholds equality, justice, and civic responsibility, empowering students and staff to contribute meaningfully to societal progress.	

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
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 enthusiastically celebrates a wide range of national and international commemorative days, events, and festivals throughout the year, creating opportunities to raise awareness, engage the community, and embrace cultural diversity.

On World Environment Day, activities like tree plantation drives and environmental conservation reels emphasize sustainability. For World Blood Donor Day, quiz competitions and blood donation camps organized to highlight the importance of saving lives through blood donation. International Yoga Day features yoga sessions

promoting holistic well-being, and events celebrating inclusivity and support for various community and to promote social harmony.

Independence Day celebrations include poster-making competitions, flag hoisting ceremonies, and cultural programs to instill patriotism. Additionally, beach cleanliness drives raise awareness about marine pollution, complementing participation in national initiatives like the Swachh Bharat Abhiyan, promoting cleanliness, sanitation, and sustainable practices.

Workshops on topics like the Indian Constitution, social media responsibility, cyber security, and human rights further foster responsible citizenship. Students are also educated about significant national events and days through posters, quizzes, and essay-writing activities led by the NSS committee.

These initiatives cultivate a sense of civic responsibility, cultural understanding, and environmental consciousness among students and staff, nurturing an inclusive and informed community committed to societal progress and well-being.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
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

1. Title of the practice: On-campus counselling services On-campus counselling services for students and Faculty due a certified Psychologist, recognizing the need to promote mental health awareness and to offer mental health support, guidance for personal and social issues. Today, timely addressal of issues like stress, anxiety and depression can enable students to become more confident and also to develop healthy coping mechanisms to handle complexities of life

2. Title of the practice: Faculty Development Programme at

Rishikesh The Faculty Development Program (FDP) on "Yoga and Wellness" held at Parmarth Niketan Ashram, Rishikesh, from 18th February to 23rd February, 2024, was attended by the College educators. The FDP Programme was arranged by Hinduja Foundation in association with Maharashtra Centre for Entrepreneurship Development. The program, provided a comprehensive schedule of spiritual, educational, and practical sessions led by renowned yogis and spiritual leaders.

3. Title of the practice: Mentoring Programme Students come from diverse socio-economic background. Mentors seek to offer support, guidance, encouragement. Mentor-mentee develop a relation of trust and faith. Mentor is required to invest time and patience to understand the difficulties and offer solutions, apprise of different schemes available e.g., schemes related to financial assistance and career opportunities.

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)

- 1. The Management, Principaland Faculty iscommitted to the holistic development of students, creating a student frindlu environment, thus ensuring adequate exposure**
- 2. The adminstrative and non-teaching staff extends wholehearted support to the students.**
- 3. The locational benefitsof the college alsoensures the popularity of the College among the student community.**
- 4. Health issues and social issues are also highlighted through means of relevant programmes and relevant health Camps and Counselling services toboth faculty and students.**
- 5.The Placement Cell of the college, which serves as an interface between the students and the recruiters,offering a host of services in the areas of placements, internships, live projects,**

personal counselling and support assistance in resume building and soft skills development.

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

7.3.2 PLAN OF ACTION FOR THE NEXT ACADEMIC YEAR

As the college is moving forward having attained autonomous status, a more systematic and holistic approach to education becomes highly vital. The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under -

- 1. Strengthening student-centric learning: mandatory to train our students by conducting various Bridge Courses and Induction Programmes., alongwith Plans to conduct health awareness programmes and soft skill courses**
- 2. To encourage and facilitate Research Culture, to promote Research by organizing more FDPs, Value Added Courses and Certificate Courses, seminars, workshops etc. To facilitate continuous upgradation of knowledge & use of technology, by faculty and students.**
- 3. Strengthening Academic-Industry interface to promote and develop collaboration (MoU) with institutional and corporate houses.**
- 4. To create e-waste awareness and drive and initiate measures for protecting and Promoting Environment.**
- 5. To start new professional programs offering employability**
- 6. Improvement of infrastructure, to upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online.**
- 7. To modernize and upgrade computer lab.**