



Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	M V MANDALI'S COLLEGES OF COMMERCE AND SCIENCE
Name of the head of the Institution	GOPAL KALKOTI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02249619817
Mobile no.	9322265215
Registered Email	gopal.kalkoti@mvmeducation.com
Alternate Email	degree@mvmeducation.com
Address	Mogaveera Bhavan, MVM Educational Campus Road, off Veera Desai Road, Andheri (W), Mumbai, Maharashtra 400058
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400058
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Ms. Seema Rawat
Phone no/Alternate Phone no.	02249619818
Mobile no.	9892515272
Registered Email	seema.rawat@mvmeducation.com
Alternate Email	degree@mvmeducation.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mvmeducation.com/degreeCollege/aqar/
4. Whether Academic Calendar prepared	Yes

during the year	
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.mvmeducation.com/degreeCollege/wp-content/uploads/2015/10/Academic-Calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.98	2019	01-Apr-2019	31-Mar-2024

6. Date of Establishment of IQAC

09-Feb-2016

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Employee Health Check up Programme	12-Oct-2019 1	65
Guest Lectures Series of TY Students	01-Oct-2019 14	225
First IQAC Meeting	27-Sep-2019 1	17
Bridge Courses	19-Aug-2019 7	25
Reasearch Week	01-Aug-2019 7	16
Orientation program for First Year students along with Parents-Teachers Meet	08-Jul-2019 1	345
Formation of Students Quality Circle	29-Jun-2019 1	12
Parents Teacher Meet	22-Jun-2019 1	135
Orientation program and Career Guidance session for HSC students	11-Jun-2019 1	200
Faculty Development Program titled	10-Jun-2019 1	85

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Ms. Navsin Mistry	Minor Research Project	University of Mumbai	2019 365	30000

Mr. Nirma Mistry	Minor Research Project	University of Mumbai	2019 365	35000
Ms. Venu Swadia	Minor Research Project	University of Mumbai	2019 365	40000
Mr. Divyesh Nagrecha	Minor Research Project	University of Mumbai	2019 365	30000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

• Promotion of Research Culture • Departmental Club Activities • Internship and Placement • Guest Lecture Series

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Internship and Placement Drive	Placement and internship opportunity was provide to students throughout the year. Campus placement drive was organized on 23rd July 2019, 29th February, 2020 ,6th March 2020. 30 students were placed in different reputed companies and 19 students provided with internship opportunity.
Empowering Students Quality Circle	4 Meetings of students quality circles were conducted durng the year and suggestions given by students for quality enhancement were implemented from time to time. Two students respresentatives of students quality circle were appointed as members College Development Committee.
Empowering Students Council	Students Council was formed and memembrs of students coulci were selected after interviews. Students coucil were empowered to plan and organised various activities. Students council organised various events during the year like Celebration of Guru Purnima on 16th July 2019, Freshers' Party for first year students on 11th September 2019, Celebration of Teachers day on 18th September,2019 and 3 days event- Collège days during 11th February to 13th February 2020.
Annual Sports Meet	Annual Sports Meet of MVM Campus s was held at Goregaon Sports Club on 13th December 2019. Students enthusiastically participated in various sports events. 901 students, 395 parents and 155 staff members were present for the event.
Promote Participation in Sports	"MOU was signed with Brid Academy in order to promote sports activities in campus. Students participated in various intercollegaitte competitions in areas like football, table tennis,badminston,carrom

	etc. Mr. Raymond D'souza has been Selected for Indian National U/20 Football Team. Mr. Ravindra from FYB.Com Participated in Mumbai Half Marathon (February) & Completed in 58 min. 2 Girls Caitlin D'Souza & Preeti Shetty in TATA Mumbai Marathon (10 km) in month of January, 2020 & Successfully Completed. Mr. Rustom Ali Khan - All Over Maharashtra MMA Competition - 2nd Place (Silver Medal). "
Promote talent through Inter Collegiate and Intra Collegiate competitions	Intercollegiate fest- Showtime was organized 20th September 2019. 3 days Intra-collegiate fest-Clairvoyance was organized on 21st, 22nd and 23rd January 2020. Students also participated in various competitions organised by different colleges and won prizes.
Community Engagement Activities	NSS and DLLE Unit volunteers organised and participated in various social welfare activities. The Students of DLLE Unit organised AIDS awareness campaign on 1st December 2019 in nearby vicinity by leaflet distribution activity. NSS and DLLE volunteers organized Beach Cleaning Drive at Versova Beach on 13th and 15th February 2020. The NSS Unit of MVM College in collaboration with Ekta Manch, organized rally to create awareness on environment on 13th July 2019. NSS volunteers made paper bags from newspaper, distributed it to local vendors for free of cost on 27th July 2019. The NSS Unit of MVM College in association with Clara's College of Commerce organized a 'Flood Relief Rally' on 14th August 2019 in local community area and collected funds, clothes, utensils, food grains etc. for needy people of flood affected areas of Maharashtra.
Departmental Clubs Activities	PTA meet was organised for Second year and third year students on 22nd June, 2019. PTA meet was organised for First year students on 8th July 2019. Parents were also invited to campus during result declaration where faculty members interacted with them on progress on their child.
PTA Meet	PTA meet was organised for Second year and third year students on 22nd June, 2019. PTA meet was organised for First year students on 8th July 2019. Parents were also invited to campus during result declaration where faculty members interacted with them on progress on their child.
Orientations Programme	Orientation Programme was organized on 11th June 2019 for HSC students and on 8th July 2019 for First year students and parents. Parents and students of first year were oriented about college infrastructure, teaching learning environment, curriculum, examination etc.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">IQAC & CDC</td> <td style="text-align: center;">13-May-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	IQAC & CDC	13-May-2021
Name of Statutory Body	Meeting Date				
IQAC & CDC	13-May-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2021				
Date of Submission	27-May-2021				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • College is having inhouse Library Management Systems i.e. MICM. • MICM ERP is used for admission purpose, maintaining student's 				

database, examination and results data. • HR department use MICM software for maintaining faculty database, salary payment, maintaining leave records etc. • Bio metrics is used for faculty attendance. • Planning and execution of Semester Examination in college through MICM ERP system including generation of hall tickets, examination database, results printing and results analysis.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

MV Mandali's Colleges of Commerce and Science have a well-organised system for curriculum delivery and documentation. The institution has three-fold mechanism for curriculum completion.

1. College/ Institution level: • Since our college is affiliated to University of Mumbai we follow the curriculum prescribed by the University of Mumbai. The Principal, Vice-Principal and program Co-coordinators are responsible for effective implementation of curriculum framed by University of Mumbai as per the prescribed guidelines. • Workload distribution and preparation of time table is done in advance by every department. Depending on the workload, the appointments of the teachers are done well in advance before the commencement of the academic year so that teaching is not hampered. • The Principal convenes a Staff Meeting on the first working day of the new academic year to outline the curricular and extra curricular activities of the College. • To execute the curriculum completion in time, the college prepares an Academic Planner as well as examination schedule very meticulously and uploads it on the website in the beginning of academic year. This is informed to students in classrooms and faculty members during staff meeting well in advance so that students get ample time to prepare for examinations and the teachers complete the curriculum in time.

2. Departmental Level: • The Programme Coordinators hold meetings with their respective faculties to discuss the contents of the syllabus and formulate the action plan for their effective implementation. Though syllabus is prescribed by the university, teachers use innovative method for better delivery of curriculum transaction. The teachers use various innovative techniques such as presentations, role plays, case study analysis, quiz, group discussion, debates, assignments, preparatory tests and field visits to supplement their class room teaching. • The lectures of individual teachers are monitored by the Principal and Programme Coordinators and accordingly feedback is given to individual teacher for improvement. • Every department follow the system of maintaining faculty daily diary, where faculty members maintain records of their daily lectures conducted, and teaching methodology used in classroom and month monitoring sheet. Faculty daily diary is submitted every 15 days to respective coordinators, after analyzing and approval of coordinator it is submitted to Principal for final approval. After completion of syllabus, faculty members also submit syllabus completion declaration by learner to their respective coordinators at the end of each semester.

3. Individual level: • In the beginning of semester every faculty is given their workload and individual time table. They are also given faculty daily diary to maintain their individual lecture records, lecture planning. Leave records etc. If there is any gap in planned and actual lectures taken, faculty members also conduct extra lectures to fill the gap. Teachers complete the curriculum within the stipulated time. • Syllabus of each programme is uploaded on website. Class time table is put on notice board and shared on students' whats app group so that an individual student is aware of their lecture schedule.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Youth Employability Skills Training Programme	Nil	04/05/2019	30	Employability	Soft skill development

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N.A	Nil

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	N.A.	Nil

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	39	Nil

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Skill Development Financial Literacy Program with ICICI Academy	02/12/2019	178
Youth Employability Skills Training Program	04/05/2019	39

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	4
BMS	Management Studies	11
BSc	Information Technology	3

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The development of any organization heavily depends upon a well-functioning feedback system involving all major stakeholders. The College has been practicing a 360 Degree online feedback system accommodating all the stakeholders including employers, students, alumni and parents to help the individuals and organization as a whole to improve the performance and effectiveness of the Institution. 1. Student Feedback: It was obtained digitally by teach us app, wherein students provided feedback on faculty though their registered mobile numbers. Feedback is taken on 10 criteria on faculty and syllabus delivery. Average is calculated for every faculty on 5 point rating scale. Feedback is communicated to faculty members for further improvement. College also has suggestion box at prominent places. Suggestion box is opened after certain interval and reposted during staff meeting or IQAC meeting for further implementation. 2. Faculty Feedback: Feedback from faculty is taken on curriculum, teaching learning, infrastructure improvement and other aspects through structured feedback system as well interaction with coordinators and principal during meetings. Syllabus related feedback is reviewed and informed to the

University authorities by teachers during syllabus revision meetings, workshops and so on. Peer feedback is also conducted through google form, where each faculty members provided feedback on their colleagues, their strength, weakness and scope for further improvement. 3. Employers' feedback: Placement and Career Guidance cell of the college takes feedback from the employers who visit college for providing campus placement. People from industry background visit campus for training, seminars etc also provide suggestions for overall quality enhancement are also taken into consideration. IQAC also take suggestions from members from industry background during the meeting. Placement and Career Guidance Cell designs training, Grooming sessions and Soft Skill development programmes for the students on the basis of feedback received from employers. 4. Alumni Feedback: Alumni feedback was taken through google form. During alumni meet feedback and suggestions taken from alumni members were considered and implemented. Alumni feedback is reviewed by the Principal, Vice principal along with office bearers of Alumni Association. Alumni Feedback is utilized to enhance their collaboration and cooperation in various activities of the college. 5. Parents Feedback: A structured questionnaire was prepared and given to parents during parents meet. During parents meet and orientation programme parents are given freedom to provide their valuable suggestions and opinion and same is considered for implementation. Parents Feedback is used by the departments to understand needs of the students and improve their results.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Information and Technology	180	65	61
BMS	Finance and Marketing	384	330	318
BCom	Accountancy and Finance	360	168	157
BCom	Financial Accounting and Auditing	384	301	290

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	826	0	17	0	0

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
17	9	3	6	0	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is available in the institution. Each class in-charge is a mentor for at least 2 batches, each batch consisting of 30 students of their respective class. Even librarian, sports in charge and coordinators also assist the class in-charge in mentoring programme, when student's strength exceeds specific limit. Mentoring session is conducted every month. The details of the same is as follows: 1. Each mentor has mentees under them for personal mentoring. Every class is assigned a class mentor 2. The mentor helps the mentees in academics and other issues

which they face. 3. The mentees mention the difficulties/ challenges faced by them in mentoring session. 4. The mentors have one to one conversation with the mentees to understand the problems and challenges faced by them in depth and tries to resolve the same. 5. Mentors provide guidance and counselling to the mentees and ensure that they are able to cope up with their issues and challenges successfully. 6. Mentoring is done by the teachers at their personal level in matters relating to curriculum or personal issues by counselling them or referring them to professional counsellors in campus. 7. Mentoring record is maintained through Mentoring sheet and is submitted to concerned authorities on timely basis. 8. Remedial lectures for slow learners and weak students are conducted wherein the main focus is on how to study and face exam pressure and inputs are given on the methods and techniques used for learning. 9. Advanced learners are motivated by teachers and tasks that cater to their curiosity and abilities are allotted to them through proper guidance as and when required. 10. Marksheets are distributed at the end of each semester examination in the presence of parent.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
826	17	1 : 49

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	17	0	5	1

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	00	Nil	00

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	22306301	3	14/11/2019	25/12/2019
BCom	22306302	3	14/11/2019	25/12/2019
BMS	223063	3	14/11/2019	25/12/2019
BSc	42306303	3	14/11/2019	25/12/2019
BCom	22306301	1	14/11/2019	25/12/2019
BCom	22306302	1	14/11/2019	25/12/2019
BMS	223063	1	14/11/2019	25/12/2019
BSc	42306303	1	14/10/2019	25/12/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our institute being affiliated to the University of Mumbai we adhere to the rules and regulations put forth by the University. According to the norms all courses fall under an evaluation system that has a mandatory marking scale for internal and external evaluation. Thus, Continuous Internal Evaluation (CIE) system for this course is followed as per the norms wherein continuous assessment is done on the basis of class tests, projects, viva-voce, presentations, internships, industrial visits, etc. Continuous Internal Evaluation process is carried out based upon individual programme at college level in the following manner: 1. For Bachelor of Commerce programme, college undertake project, assignments and viva - voce as the part of internal evaluation for Foundation Course paper. 2. For Bachelor of Commerce in Accounting and Finance programme, college undertake internal test, class test, project, assignments and viva - voce as the part of internal evaluation. 3. For Bachelor of Management Studies programme, college undertakes internal test, class test, project, assignments, group presentation and viva - voce as the part of internal evaluation. 4. For Bachelor of Science in Information and Technology

programme, college undertakes internal test, class test, Practical, project, assignments, and viva - voce as the part of internal evaluation.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic planner is prepared at the beginning of every academic year. It includes academic, co-curricular and extracurricular activities. To prepare the teaching schedule, there is a time table committee which prepares time table in consultation with various head of the departments. The departmental meetings are held by the respective heads to discuss the departmental activities and syllabus to be taught. Departmental plans are accordingly framed. Teaching plan is prepared at the commencement of every semester. Head of departments monitor the completion of the syllabus and ensure the overall pattern of examination, question papers and weightage of topics as per the recommendation of the University keeping the academic planner in mind. Examinations are conducted as per the timetable framed by the examination committee at the college level and as per the timetable issued by University of Mumbai for final year examination. Monitoring and evaluation plans and policies are crucial in effective functioning of the institution. Various techniques are adopted for appropriate implementation of strategies: Staff meetings is held regularly every month with the faculties to review the progress of various tasks assigned to them. IQAC meetings are conducted at regular interval to appraise the quality improvement strategies adopted and to assess its impact on working of the institution. Various committees' reports are presented to the principal for review and suggestions. Structured feedback is obtained from students regarding infrastructure, teaching learning process and other amenities and remedial actions are taken wherever necessary. College Development Committee is constituted at the college level for evaluating various academic and administrative plans and policies. The next years academic calendar is prepared keeping in mind the suggestions given through the reviews and feedback. In this manner academic calendar brings out all the policies and plans to be implemented which are to the best of our efforts followed and it helps us to achieve our goals and objectives.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mvmeducation.com/degreeCollege/programs-outcomes/>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
42306303	BSc	Information and Technology	22	22	100
223063	BMS	Finance and Marketing	101	90	89.11
22306302	BCom	Accountancy and Finance	66	65	98.48
22306301	BCom	Financial Accounting and Auditing	66	53	81.54

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.mvmeducation.com/degreeCollege/wp-content/uploads/2015/10/Student-Feedback-2019-20.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year

Minor Projects	365	University of Mumbai	1.81	0
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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Information Technology	1	7.36
International	Commerce	1	7.36

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	11
Information Technology	2

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	28	1	9
Presented papers	3	0	0	0
Resource persons	0	0	0	11

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	NSS in association with HDFC Bank and Hindu Hriday Samrat Balasaheb Thackerey Blood Bank.	2	10
Paper Bag making activity	DLLE	1	23
Mumbai Youth Change The Narrative On Inequality Programme	University of Mumbai	1	6
Juhu Beach Cleaning drive	NSS	1	20
Bottle For Change	NSS, Bisleri International Private Limited. .	1	50
Flood Relief Rally	NSS along with Ekta Manch	1	178
Nature Trail - Trek to Bhivpuri	Rotaract Club	2	26
Paper Bag making activity	NSS	2	27
Environment awareness rally	NSS along with Ekta Manch	2	124
Pulse Polio Immunization Camp	NSS Municipal corporation of Greater Mumbai K ward of Andheri West	0	10

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Session On Violence Against Women	Woman Development Cell (WDC)	Gender Equality Sensitisation	2	55
Blood Donation Camp	NSS in association with HDFC Bank and Hindu Hriday	Blood Donation	2	10

	Samrat Balasaheb Thackeray Blood Bank			
Paper Bag making activity	DLLE	Environmental Awareness	1	23
Mumbai Youth Change The Narrative On Inequality Programme	University Of Mumbai	Gender Equality Sensitization	1	6
Juhu Beach Cleaning drive	NSS	Beach Cleaning drive	1	20
Bottle For Change	NSS, Bisleri International Private Limited	Plastic Waste Management under Swacch Bharat Abhiyan	1	50
Flood Relief Rally	NSS along with Ekta Manch	Community Awareness	1	178
Paper Bag making activity	NSS	Environmental Awareness	2	27
Environment awareness rally	NSS along with Ekta Manch	Environmental Awareness	2	124
Pulse Polio Immunization Camp	NSS Municipal corporation of Greater Mumbai K ward of Andheri West	Health Awareness	0	10

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
TechnoServe	04/05/2019	Youth Employability Skill Development	39
Think Monk Info LLP	17/12/2019	College Automation Service	843

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
624267	581704

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
MICM SOFTWARE SOLUTION	Partially	20.00	2015

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6544	889286	245	40276	6789	929562
Reference Books	1138	347288	48	32941	1186	380229

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	18	1	1	0	0	5	4	10	0
Added	0	0	0	0	0	0	0	0	0
Total	18	1	1	0	0	5	4	10	0

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

4913195

3273653

745000

697322

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. **Laboratory:** The College has Computer Laboratory and IT Laboratory which mainly cater to the academic needs of commerce, management and IT students. The College has two full time IT technicians to maintain stock register, log book in laboratory, and maintaining equipment, kits, wires, probes etc. For all major computer related problems, a service provider is hired. Computers are regularly updated with anti-virus software to protect them from malicious programs. CCTV cameras are installed in electronic lab as well in IT Laboratory for surveillance purpose and safety and security of equipments there. 2. **Library:** The college Library is equipped with the CCTV cameras to prevent pilferage and overall monitoring and surveillance. The institute's librarian and library committee are regularly conduct meetings and discuss to take a review of resource requirement in the library. The library is equipped with MICM software to maintain records of all books in library. Librarian is responsible for proper maintenance of books and other equipments in library. The librarian also maintains a stock register for students and faculties to maintain a record of attendance in library, with regards to the time spent by them in library and the reason for being to the library. At the end of the semester, a stock report is submitted by librarian to principal. The class IV staff appointed in the Library looks after the sweeping, moping and other work related with cleanliness. 3. **Sports:** Our institute provides indoor and outdoor sports facilities. The institution has a sports ground within the campus adjoining the college building, which is maintained on regular basis for outdoor games like cricket, football, handball, basketball, kho-kho, kabaddi, volley ball etc. The college management has engaged an external agency Brid's Sports Academy who has train professional coaches. All outdoor sports related activities and equipments are maintained and upgraded by academy coaches from time to time. There is gymkhana on 4th floor of the college building, there are carrom boards, chess boards and table tennis tables which are been maintained as and when required. College has sports in charge, who is responsible for maintenance, monitoring and upgradation all indoor sports equipments from time to time. Sports in charge also keeps stock register and expense records of indoor sports related equipments. 4. **Class rooms:** The college have sufficient number of classrooms. Class rooms, benches, desks and boards are cleaned everyday by the housekeeping service. The institute has contract with Unify Facility Management Pvt Ltd for Cleanliness and hygiene of all classrooms and washrooms. Class IV staff is also involved in regular monitoring of classrooms and to ensure that classrooms are properly cleaned, tube lights, fans, air conditions etc are witched off properly during non-working hours. College has annual maintenance contracts for maintenance of water purifier and cooler for drinking water. 5. **Computers:** The College has 32 computers installed in various departments and cabins. These machines are maintained by the two IT technicians appointed by the college. IT technicians take rounds daily morning to all locations where computers are installed

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	MVM Fee Concession Scheme For Minority	9	51477
Financial Support from Other Sources			
a) National	Non Govt. Agency Freeship/ Scholarship	5	69225
b) International	NIL	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students	Agencies involved

		enrolled	
Guest Lecture Series for Examination	10/01/2019	225	Examination Department
Guidance Lecture for Examination	25/09/2019	150	Examination Department
Remedial Coaching	20/09/2019	138	Department of Commerce Management -Inhouse
Bridge Course	19/08/2019	25	Department of Commerce- Inhouse
Research Week	08/08/2019	15	Students Research Cell-inhouse
First Term Training Program for Extension Work	08/06/2019	50	DLLE(Department of Life Long Learning Extension) Unit-Inhouse
Mentoring Program	08/01/2019	826	Faculty- Inhouse
International Yoga Day Celebration	21/06/2019	96	NSS Unit - Inhouse

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Youth Employability Skills Training program	0	55	0	15
2019	MVM Career Counselling	0	85	0	16
2019	MVM Internship Training Program	0	60	0	18

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Silverlink Technologies Pvt. Ltd , Ultima Chemicals Pvt.Ltd , Oberoi IBC India Pvt. Ltd. , CATKing Pvt. Ltd	145	34	ICICI Prudential Life Insurance Ltd. UFABER, HDB Financial Services Ltd., Motilal Oswal Financial Services Ltd. , Axis Bank	43	15

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	BCOM	Commerce	Rizvi College	M.COM

2020	1	BCOM	Commerce	IDOL MU	M.COM
2020	1	BCOM	Commerce	IDOL MU	M.COM
2020	1	BCOM	Commerce	Safal Teaching Training	Diploma In Early Childhood Care Education (ECCED)
2020	1	BCOM	Commerce	National Institute of Hospitality and Aviation Management	Diploma In Aviation Hospitality
2020	1	BCOM	Commerce	NIIT	Banking Finance
2020	1	BAF	B.Com. (Accountancy Finance)	IDOL- Mumbai University	M.COM
2020	1	BAF	B.Com. (Accountancy Finance)	Thakur Global Business School	PGDM in Finance
2020	1	BAF	B.Com. (Accountancy Finance)	Thakur College	MBA Finance
2020	1	BAF	B.Com. (Accountancy Finance)	Rizvi College of Arts, Science Commerce	M.COM

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Show Time-The Talent Hunt	Intra college	153
Pot Lunch -Cooking competition by Rotaract Club	Intra college	18
Nostalgia - Teachers Day Celebration by Students Council	Intra college	67
Teachers day celebration by Management	Intra section	58
Bujho to Jane by DLLE	Intra college	70
Collage Making Competition by DLLE	Intra college	43
Yariyaan by Rotaract Club	Intra college	55
Quiz Competition by IT Club-Enigma	Intra college	15

Guru Purnima Celebration	Intra college	43
Debate Competition by DLLE	Intra college	61

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5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nil	Nil	NA	NA
2020	NIL	International	Nil	Nil	NA	NA

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

1. Formation of students Council: At the beginning of every academic year, the institute constitutes the Students' Council by following the norms laid down by the University. A class representative from each class is nominated as a member of the Students' Council. Students fill nomination form for various position of Students' Council. After two level interviews at Faculty Level and Principal Level, students are selected for various position- President, Vice President, General Secretary, Deputy General Secretary, Cultural Secretary, Sports Secretary, and Girls' representative for a term of one year. 2. Representation of students on academic administrative bodies: Student's Council representatives are also on academic and administrative bodies of the institution such as CDC and IQAC. The Vice- President and General Secretary are members of Internal Quality Assurance Cell and College Development Committee, where they get opportunities to represent students' matters to higher authorities. Cultural Secretary is given key role to plan and organize various cultural activities in association with Cultural Association. Sports Secretary also provides support in organizing sports event in the college. Two lady representatives are selected to represent female students in Women Development Cell. Students are also given role and responsibility as student manager in NSS and DLLE for conducting various extension activities and community engagement activities through the year. 3. Activities of Students' Council: Students' Council provides their support in conducting all academic, co-curricular and extracurricular activities. They are given freedom to plan, organize and implement activities for the benefit of students. Events organized by Students' Council during the year are listed below:- • Guru Purnima Celebration • Teachers' Day Celebration • Freshers' Party • Farewell Party • Friendship Day Celebration • Show Time- The Talent Hunt- Intercollegiate Fest • Clairvoyance-Intercollegiate Fest • Annual Day Celebration • College Days

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

127

5.4.3 - Alumni contribution during the year (in Rupees) :

12700

5.4.4 - Meetings/activities organized by Alumni Association :

MESA (MVM EX-Students' Association) was formed in year 2016-17. Every year members of MESA provide their support in engaging academic and nonacademic and non-academic activities in the College. Various activities were conducted by MESA (MVM EX-Students' Association) in Academic year 2019-20 are as below: • Alumni Meet was organized on 25th January 2019. Alumni members discussed on inviting nomination for key positions in Alumni Association and elect members for the same. • Another Alumni meet was organized on on 15thFebruary 2019 and Alumni members were selected

for various designations at Alumni association. Members selected were- Mr Naresh Sharma- President, Mr Ankit Kamble Vice President , Mr Mithun Fernandes- General Secretary, Ms. Sabah Siddiqui- Treasurer, Ms Twinkle Mendon - PR Head, Ms. Twinkle Makwana -Cultural Secretary, Mr Shivkumar Gupta- Sports Secretary. • Our alumnis actively participate in organizing Inter College Festival CLAIRVOYANCE. Mr Naresh Sharma has always been torch bearer for the core committee of the fest. Alumni members were felicitated for their contribution in college fest by college. • Mr Hasan Daga sponsored stationary items from his shop for college events. • Mr Ankit Kamble sponsored Trophies for sports events and also provided his support in organizing sports events and bringing participation in sports through his network. • Mr Karan Goswami provided his support in arranging t-shirts and hoodies from vendor at concessional rate for volunteers during college fest. • Mr Mithun Fernandes provided his technical support and guidance to his juniors in organizing events in college.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Decentralization: • At Departmental and Faculty Level Coordinators of Departments have the freedom to plan, implement, finalize and shape activities for overall growth and development of their department along with their team members. They are encouraged to develop leadership skills and decision making skills by giving authority and responsibility. Faculty members are given representation in various committees/cells. Committees like Cultural Association, Women Development Cell, Placement Cell, NSS, DLLE organize various activities throughout the year under the guidance and leadership of their respective committee in charge. A large number of issues are discussed during staff meetings, giving the scope for collective thinking and decision making. • At Student Level : Students are empowered to play an active role as in charge of various activities conducted under various committees. In NSS and DLLE unit, students manager are given autonomy to organize and implement various in-house events as well as community engagement activities in coordination with faculty in charge and students. Cultural Association of the college organizes activities throughout the year where operational level autonomy is given to students. College has its own intercollegiate fest "clairvoyance" which is completely planed, organized and managed by students. 2. Participative management: The institute promotes a culture of participative management by involving the staff, students and other stakeholders in decision making. The defining, allotting and communicating of responsibilities happen in the meetings conducted at various levels as listed below. • IQAC and CDC Internal Quality Assurance Cell (IQAC) has been constituted in the college under the Chairmanship of the Principal. Suggestions are taken from all stakeholders for overall quality enhancement in various areas of academic and non- academic aspects for which minutes are recorded and necessary actions are taken for its implementation. Action taken report is prepared, and approved by members to ensure that set targets are achieved within given time frame. The College Development Committee (CDC) has been constituted as per guidelines of the University of Mumbai. College Development Committee conducts two meetings in each semester to review the development of college and also provide constructive action plan for college development. It reviews the activities of the college and makes recommendations about infrastructure development and other administrative matters. • Students Council and Students Quality Circle: Students' Council is formed in the beginning of academic year. Various representatives like President, Vice presidents, General secretary and other designations are selected. Representatives of student's council interact with the Principal and teachers frequently to put forwards their opinion, suggestions, grievances, if any. Student's council members also plan and organize various activities in college. Students Quality Circle is an initiative of IQAC where student representative of each class voluntarily come together to form students quality circle.. Students 'Quality Circle meeting is conducted after regular interval where students conduct brain storming sessions on issues and problems faced by them and provide suggestions for improvement to higher authority.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<p>The College being affiliated to University of Mumbai and non-autonomous college, we are not authorized to frame Syllabus by ourselves as such. syllabi are framed by the University Boards of studies. However, college teachers attend curriculum related workshops and make constructive suggestions based on their interaction with various stakeholders in the college. Since, Principal Dr. Gopal Kalkoti is a Chairman Board of Studies in Business Economics and a Member of Academic Council, University of Mumbai, college gets a platform to provide constructive suggestions and feedback on curriculum to University of Mumbai.</p>
Teaching and Learning	<ul style="list-style-type: none"> • Teaching Plan : A well planned monthly monitoring sheet for each subject prepared with lecture plan and its execution by each faculty. Extra lectures are conducted by faculty members to fill the gap between lecture planned and implemented. Remedial and Backlog classes to cater to the different needs of the students. • Effective implementation of teaching plan: To make teaching learning process effective and interactive teachers make use of audio -visual aids like LCD projector, Internet facility, etc Teacher conduct Group Discussions, Field Visits, Debates, Quiz, Case Studies, Surveys, Industrial Visits, Film Screening, Management Games and students' Paper presentations. Library is equipped with latest editions of reference books, journals, magazine, e books and Internet facility. Remedial coaching is provided to the students whenever required. • Continuous monitoring: The Principal takes rounds during the lecture hours to ensure that all lectures take place as per the time table. The college has a system of Daily lecture reporting where the lecture conducted by individual faculty is reported to the Principal. On completion of the syllabus, teachers submit a syllabus completion declaration note signed by students to the Programme Co-Ordinators. • Students centric teaching learning environment: Campus has student friendly teaching learning environment where students are free to communicate to faculty members, share their experience, give their feedback, and get their queries solved at any time inside as well as outside the classroom.
Examination and Evaluation	<ul style="list-style-type: none"> • Examination planning: At the beginning of every academic year examination committee is formed to ensure smooth functioning of the examination process. Examination committee plan and prepare examination schedule in line with academic calendar. Plan of action for conducting internal and external exam is prepared work related to exam is delegated and communicated to the faculty members. • Resources for examination: The institution has all required equipment and resources for smooth conduct of examination. There is separate examination room, which has under CCTV surveillance and restricted entry with security enabled bio-metric entry authorization. • Guidance for examination: Before examination guest lectures are organized for students where subjects' experts are invited to share their knowledge and expertise and guide students. Faculty members also conduct extra lectures and guidance session with students to solve their doubts and quarries before examination. Remedial lectures are also conducted for slow learner and needy students. • Smooth conduct of examination: Examination committee ensures that all examination related information is communicated to all student and faculty well in advance. Examination related work including notices, timetable, seating arrangement, preparation of questions papers, stationary requirements etc. is well planned and executed. • Examination Grievances: In case of any examination related grievances, students have free access to examination committee. They can apply for reevaluation and verification. The provision of answer book photocopy is made available to the students by the college. The entire process is monitored by the chief examination In -Charge. • Evaluation System The students are informed regarding all the criteria for the internal assessment like projects, home assignment, internal test etc. and also made aware of the eligibility criteria required to appear for the final examinations. Examination committee of the institute formulates evaluation process and it is communicated to students and parents

	through college prospectus and during orientation programme as well as parents teachers meeting. Answers booklets are get moderated by other college subject experts in order to ensure that evaluation is fair.
Research and Development	<ul style="list-style-type: none"> • Management and Principal continuously encourage faculty members to participate in seminars, conferences and workshops and present their research papers. Faculty members are also given financial support On Duty attendance for the same. Institution has been organizing International Conference since last four years. This provides platform to all academicians, research scholars and delegates to present their research papers, discuss and put forward their views on contemporary issues. • The teachers are encouraged to complete Ph. D, undertake research projects, attend conferences/seminars and present research papers, write books and guide students for research. Grant for minor research project is approved for 3 faculty members by University of Mumbai. 3 faculty members have registered for Ph.d. and working on their research work. • Advanced learners are motivated to write research papers under the guidance of their respective mentors and given an opportunity to present in conferences. For this College has formed Student Research Cell.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • Library: Library is equipped with latest editions of reference books, journals, magazine, e books and Internet facility Institution is having Learning resource centre which provide conducive environment of learning. To manage the learning resource centre efficiently and effectively, college is having in-house Library Management Systems i.e. MICM. • ICT : College encourages use of ICT in teaching learning. IT lab and classrooms are equipped with projectors, internet and wifi connectivity. Faculty members use these facilities on regular basis in their teaching learning. • Physical Infrastructure: Institution has created infrastructure with all modern amenities and supportive resources with objective of making teaching learning environment more favourable for learning. College has spacious and airy classrooms ,computer lab, IT lab, and learning resource centre, seminar hall, examination room. It also has gymkhana for indoor games, playground for outdoor games and canteen. College has Infrastructure Committee consisting of members of management, administration and finance. Committee looks after all the aspects related to development and maintenance of infrastructure in the college. Infrastructure committee conducts monthly meetings for reviews and action.
Human Resource Management	College has independent Human Resource Department, headed by H.R Manager. HR department takes initiative towards development of staff members and to motivate them to achieve excellence. HR department looks after seeking feedback, resolving grievances and creating a cordial atmosphere at the workplace. HR Department also organizes various faculty development programs for skill upgradation, personality development and knowledge enhancement of faculty. HR organises annual health check up for all staff. College has a staff welfare committee and designated staff secretary looks after the issues related to welfare of faculty members and communicate the same to higher authorities.
Industry Interaction / Collaboration	Institution has a robust Placement and Career guidance Cell which collaborates with companies and other external agencies every year, for placement and internships. We also collaborate with eminent people and companies to come and deliver guest lectures on career guidance, interview skills and soft skills development on regular basis. Institution also organizes industrial visits and field visits for students every year to give industry exposure to students.
Admission of Students	The Administrative staff in consultation with the Principal and coordinators draw up the admission schedule. Information about admission is circulated through hand bills, banners and hoardings. The prospectus of the college is prepared that contains details about fee structure, rules and regulation system and is issued with admission forms. Institution has Admission Committee which looks after admission process. Admission committee ensures that admission procedure takes place as per the prescribed norms laid down by

University of Mumbai. Merit is the main criteria for admissions. However reservation policy of the state government is strictly observed during admission process.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>E Governance in the area of Planning and Development Implemented in the following forms: • The Principal and management insist that activities schedules are displayed on the institution website through Academic planner. All notices related to activities, examination, results etc. are displayed on the college website. Results are declared on website. • College has customized google account for entire campus. All notices, agenda and minutes of all meetings are circulated through email in campus. All activities, invitations, programme schedule is informed to all faculty members and management through email. • The Management is informed of every activity in the college through emails as well as WhatsApp group. • College also has what are app groups of students and parents and all important notices and activities conducted, photos are posted on these groups for their information. • College has Teach Us app to monitor student's attendance, maintain syllabus completion records of each faculty and take timely feedback of each faculty. • College us MICM software for maintaining students database, examination data and library data.</p>
Administration	<p>E Governance in the area of Administration Implemented in the following forms: • For establishment of Management Information Systems (MIS), the college has opted for some ERP solutions named MICM which have been highly beneficial for both academic and administrative purposes. • Several authorities such as the Government and UOM call for information on student profile which can be easily retrieved from the said MIS. • Student data is maintained on a digital platform. Student attendance is monitored through the data and reports generated by customized app named Teach US. • Employee data is maintained in digital format by HR department. • Important communications and policy decisions are conveyed to concerned stakeholders through emails, WhatsApp and by display on the college website. Customized Software has been installed to maintain records of results related to results and for speedy processing of results.</p>
Finance and Accounts	<p>E Governance in the area of Finance and Accounts Implemented in the following forms: • In order to maintain transparency all the payments made or received are done online or through cheques. • Tally software is used by Accounts department for marinating all financial records. • Transactions related to University payments, Provident Fund, Income Tax, Professional Tax etc are performed online via NEFT. • Payroll software is used for salary records and transactions. • Students are allowed to make payment using Digital facilities (EDC) transactions.</p>
Student Admission and Support	<p>•E Governance in the area of Student Admission and Support Implemented in the following forms: • College follows online admission process as per the procedure laid down by the University of Mumbai and the other apex bodies. Information and status of admission is always updated online. • ERP is also used for the following for generating merit lists. • All information related to admission and facilities available in college is provided to students on website. • The database of student's maintained in with the help of MICM ERP system. • Student's examination related data, hall tickets, results are generated through MICM ERP.</p>
Examination	<p>E Governance in the area of Examination Implemented in the following forms: • MICM Software is implemented to planning and execution of examination. • ERP helps in generation of the multiple examination patterns in the new Credit based Semester and Grading System of evaluation. • All-important communications regarding examination schedule and results is displayed on the on the college website. • The attendance of the various examinations of Third Year conducted by the University of Mumbai is submitted online to the University of Mumbai. • Updation of internal examination marks, project and practical exam marks, lower exams marks on Mumbai University portal. • The computer generated Hall tickets are given to the students</p>

appearing for College and University examinations. • ERP generated student database has been used for result processing. Result displayed online for convenient access • Computerized result analysis to generate reports which help to analyze students' progress and take corrective measures to reduce number of failures.

6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Ms. Shweta Pawar	UGC NET Guidance Workshop	Bunt s Sangha S M Shetty College of Science, Commerce Management Studies	250
2019	Mr. Divyesh Nagrecha	UGC NET Guidance Workshop	Bunt s Sangha S M Shetty College of Science, Commerce Management Studies	250
2020	Mr. Divyesh Nagrecha	Guidance for Research Scholar Workshop	Vidyaniketan Degree College of Commerce	125
2020	Ms. Navsin Mistry	Guidance for Research Scholar Workshop	Vidyaniketan Degree College of Commerce	125
2020	Ms. Seema Rawat	Guidance for Research Scholar Workshop	Vidyaniketan Degree College of Commerce	125
2019	Ms. Seema Rawat	Workshop on NAAC	KES College	500
2020	Ms. Seema Rawat	International Conference on New Horizon in Business and Economics in the Light of Digital World	NKES College	400
2019	Ms. Nirma Mistry	Workshop on Revised Syllabus Taxation	Thakur College in Association with Mumbai University	75
2019	Ms. Navsin Mistry	Quality Enhancement of Higher Education in India, Trends Challenges: Vision 2025	Saket College of Arts, Science and Commerce	1250

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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development Program titled "Empowering Educators- Motivation. "	NA	10/06/2019	10/06/2019	85	Nil
2019	NA	First aid training	23/11/2019	23/11/2019	20	12
2019	NA	Fire Mockdrill	30/11/2019	03/12/2019	120	20

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Java Business Applications	2	20/04/2020	28/04/2020	7
FDP on Python 3.4.3	1	20/04/2020	25/04/2020	6
FDP on Moodle Learning Management System	1	20/04/2020	24/04/2020	5
FDP on IPR	1	20/04/2020	25/04/2020	6
ITR Filing -online filing of Returns	2	20/04/2020	26/04/2020	7
National Level FDP (Workshop) on Skill Development for Online Teaching	1	05/05/2020	07/05/2020	2
FDP - Research Methodology	1	19/05/2020	25/05/2020	7
FDP - Research Methodology	1	12/05/2020	13/05/2020	2
Workshop on NAAC	1	18/07/2019	18/07/2019	1
Faculty Development Program titled "Empowering Educators- Motivation. "	18	28/06/2019	28/06/2019	1

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	18	5	6

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> The management provides for the staff welfare fund which is utilized for staff welfare activities. There is separate Teachers Training fund created which is utilized for training and development of faculty members. Management facilitates loans through management promoted Mogaveera Bank located in premises. The management complies with all government regulatory norms like maternity benefits, leaves, provident funds, gratuity, etc. Management organizes annual health check up for all staff. Management organizes first aid training programme and fire mock drill session. 	<ul style="list-style-type: none"> Advance against salary. Financial assistance in case of medical emergency. Uniform to class IV staff. The management complies with all government regulatory norms like maternity benefits, leaves, provident funds, gratuity, etc. 	<ul style="list-style-type: none"> Financial assistance to needy students. 30 fees discount to minority students. Fee Installment facility to needy students. Emergency medical service for students. Group Insurance policy for students.

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>Institution has a strong and robust internal audit and statutory audit carried out annually. Audit are managed by qualified and experienced CA firms Two separate firms are involved for internal audit and statutory audit firm respectively.</p> <ul style="list-style-type: none"> Internal Audit:-The Internal Audit of the college is conducted by the internal auditor appointed by the management by making necessary resolution in the meeting for the period of one year. The internal auditor completes his audit work quarterly and at the end of the financial year, he gives audit report to the management. The internal audit is conducted annually by Yashwant Co. External Auditor:-The External Statutory Auditor is also appointed for the period of one year by the management, in its annual general body meeting by passing necessary resolution. External statutory audit is performed by Ashok Rao company appointed by the Management. The auditor presents his audit report to management. The college complies with all government, regulatory and University of Mumbai affiliation regulations.
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6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	Nil

No file uploaded.

6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	Yes	Rao and Ashok company	Yes	M.B.Rajputs Associates

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

Parent Teacher meetings are conducted at the departmental level. Parents are involved in the following activities of the College: • Parents are invited during mentoring session once in a month. They freely interact with mentor and discuss about their ward's progress, their personal, financial and other issues. • Parents are invited to orientation programme and parents teachers meet, where they provide their suggestions, opinions and feedback on various aspects of college. • Parents are also invited to Annual day, sports day, result declaration day and other prominent events. • Few parents also supported college by sponsoring events, providing for Industrial Visits, contacts for placement of students etc.

6.5.3 - Development programmes for support staff (at least three)

NIL

6.5.4 - Post Accreditation initiative(s) (mention at least three)

- **Internship Placement:** Career Guidance Placement Cell of College collaborated with Technoserve Pvt Ltd. 4 Campus interview drives were conducted. 31 students were placed in reputed companies. 18 students provide with internship opportunities.
- **Guest Lecture Series:** Guest Lecture series was organized for Third year students in month of September and October 2019. Subject experts were invited to campus and they provided guidance and necessary tips to students to prepare for their examination.
- **Faculty development Programme:** Faculty forum has organized various training and development programme throughout the year for overall development of faculty members. Four such training programmes were organized during the year.
- **Parents Teacher Meet** College organise Parents Teacher Meet and invite parents to campus with objective to help enrich the college environment and provide the college management with required support and also to advance the education and all-round development of the students by extending relationships between teachers, parents and others associated with the college.
- **Students' empowerment through departmental Clubs:** College has taken an initiative to develop students clubs like department of Management Studies has club - "Minerva", Department of Accountancy and Finance has a club named as "Finanza" and similarly department of B.Sc.IT have club as "Enigma". These clubs are voluntary group of students, by the students and for the students. Students are given freedom to plan, organize and implement various activities for their academic and non-academic benefits.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Faculty Development Program titled "Empowering Educators- Motivation. "	10/06/2019	10/06/2019	10/06/2019	85
2019	Orientation program and Career Guidance session for HSC students	11/06/2019	11/06/2019	11/06/2019	200

2019	Parents Teacher Meet	22/06/2019	22/06/2019	22/06/2019	135
2019	Formation of Students Quality Circle	29/06/2019	29/06/2019	29/06/2019	12
2019	Orientation program for First Year students along with Parents-Teachers Meet	08/07/2019	08/07/2019	08/07/2019	345
2019	Research Week	01/08/2019	01/08/2019	09/08/2019	16
2019	Bridge Courses	19/08/2019	19/08/2019	24/08/2019	25
2019	First IQAC Meeting	27/09/2019	27/09/2019	27/09/2019	17
2019	Guest Lectures Series of TY Students	01/10/2019	01/10/2019	18/10/2019	225
2019	Employee Health Check up Programme	12/10/2019	12/10/2019	12/10/2019	65

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Mumbai Youth Change The Narrative On Inequality	21/09/2019	21/09/2019	2	4
Gender Sensitization by Ms. Kranti Jejurkar	23/09/2019	23/09/2019	40	15
Mega Awareness Program for Primary Prevention on Sexual Violence	30/09/2019	30/09/2019	0	8
Session on Violence Against Women by Kamyani Mahabal	25/02/2020	25/02/2020	30	20

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

11. On 2nd Floor 16 LED lights are installed and on 3rd floor 11 LED lights are installed. 2. Canteen has stopped using plastic cups. 3. 10 Trees are planted in campus to keep the campus environment green and clean. 4. College has big classrooms with sufficient air and sunlight, which in turn helps to save electricity and keep classroom environment conducive for learning. 5. Paper bags are used instead of plastic bags to carry gifts given to guests visiting to campus. 6. On 11th July 2019, 16 DLLE members actively participated in the debate competition based on theme "Save Environment". 45 DLLE members attended the competition. 7. On 13th July 2019, NSS Unit in collaboration with Ekta Manch organized "Environment Awareness Rally" from Andheri Station to Jogeshwari Station with banners and posters and created awareness in local area with environment related slogan during the rally. 8. On 27th July, 2019, NSS Unit organized Paper Bag Making and distribution activity, 27 volunteers participated in this activity followed by distribution of paper bags on 1st August 2019 to local vendors for free of cost so that they can use this paper bags instead of plastic bags and save environment. 9. On 14th August 2019, The NSS Unit in association with Clara's College of Commerce organized a 'Flood Relief Rally' (Kerala flood) in local community area. NSS volunteer's participated in the rally and collected funds, clothes, utensils, food grains etc. for needy people of flood affected areas of Maharashtra. 10. On 10th August, 2019, Rotaract Club in collaboration with Rotaract Club, District 3141, organised a trek to Bhivpuri. There were more than 700 Rotaractors including 26 Rotaractors our Rotary Club. This refreshing and beautiful Bhivpuri trek helped to developed sense of environmental consciousness and energized Rotaractors to work towards environment safety. 11. On 20th August 2019, DLLE organized a Collage Making Competition on theme City under Water. with the objective to create awareness about water conservation and disaster management. A total of 21 teams and 1 individual participated with full enthusiasm. 12. On 23rd August, 2019 NSS Unit participated at Plastic Waste Management Program hosted by Bisleri International Private Limited, followed by plastic waste management awareness campaign in college campus and collecting 22 kgs of plastic from campus and nearby surrounding. 13. On 30th August 2019 DLLE unit organized Collage Making Competition on theme Environmental Awareness. A total of 35 teams of two members each participated with full enthusiasm. 14. On 13th September 2019, 20 NSS volunteers participated in Juhu Beach Cleaning Activity. Volunteers were engaged in activity of cleaning the Beach and collecting and disposing the garbage and

assisting the cleaning staff on the beach. 15. On 15th February 2020 , DLLE unit organized Beach Cleaning Drive at Versova Beach. 25 volunteers participated in cleaning Versova beach and spread awareness.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Braille Software/facilities	No	0
Rest Rooms	Yes	3
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nil	13/07/2019	1	Environment Awareness Rally	Create awareness on environmental issues in Andheri and Jogeshwari area	124
2019	1	Nil	26/07/2019	1	Installation of Rotract Club	Formation of club for Social welfare and community engagement activities in collaboration with zonal Rotaract Club of Mumbai, Juhu.	155
2019	Nil	1	27/07/2019	2	Paper Bag Distribution	Promoting use of paper bags instead of plastic bags to save environment in local market area.	27
2019	1	Nil	02/08/2019	1	Sanskar Initiative by Rotaract Club-	Provided assistance to Interact Club of Rajhans Vidyalay located in in nearby vicinity	8
2019	Nil	1	10/08/2019	2	NSS-Yuva Mahit Doot by NGO Anulom	Created awareness on various government schemes for welfare of people in collaboration with NGO Anulom.	45
2019	Nil	1	14/08/2019	1	Flood Relief	Collected funds,	178

					Rally in association with Ekta Manch	clothes, utensils, food grains etc. for needy people of flood affected areas of Maharashtra.	
2019	Nil	1	23/08/2019	2	Bottle for change	Created an awareness about plastic waste management in campus and nearby vicinity and collected 22 kgs of plastic from nearby surrounding for recycling	50
2019	1	Nil	13/09/2019	1	Juhu Beach Cleaning Drive	Cleaned Juhu beach after Ganesh Virajan Collected and disposed the garbage and provided assistance to the cleaning staff on the beach.	20
2019	Nil	1	29/11/2019	2	Aids Awareness Campaign	AIDS Awareness created in local community by distributing leaflets and interaction with people.	20
2019	Nil	1	06/12/2019	1	Blood Donation Camp at MVM campus	rovided assistance to the medical staff in the process of form filling and disposal of syringes, distribution of snacks to the donors etc	10

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Employee Handbook	01/06/2019	The Employee Handbook is a guide to the faculty and is designed to present general information about the College and code of conduct to be followed by all faculty members. Newly joined employees are given orientation by HR manger and Employee Handbook is shard with them which provide detail information about college policies and practices applicable to faculty members, recruitments process, promotion, leaves and other benefits to faculty members.
Prospectus	05/06/2020	The code of conduct for students was drafted and published in college prospectus under the heading Discipline and Code of Conduct. Principal of the college informs the code of conduct, highlighting discipline in the Orientation Program for the

first year students. The college also has discipline committee consisting of senior professor and his/her team of teachers who supervises and looks after the overall conduct of the students.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day Celebration by NSS	21/06/2019	21/06/2019	123
Guru Poornima Celebration by Student Council	16/07/2019	16/07/2020	43
Kargil Vijay Divas Celebration by Rotaract Club	27/07/2019	27/07/2019	62
Independence day Celebration	15/08/2019	15/08/2019	38
Yaariyaan by Rotaract Club	16/08/2019	16/08/2019	55
SMILE by Rotaract Club	23/08/2019	23/08/2019	15
Fit India Movement by NSS	29/08/2019	29/08/2019	43
Nostalgia - Teachers Day Celebration by Students Council	18/09/2019	18/09/2019	67
Pot Lunch by Rotaract Club	18/09/2019	18/09/2019	67
SAFED- International Peace Day Celebration by Rotaract Club	28/09/2019	28/09/2020	48

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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Our institution follows Brihanmumbai Municipal Corporation (BMC) guidelines for waste management. 2. Institute has provided 3 separate dustbins with different color labels, to instill the habit of Waste Management among the learners, i.e. Green for Paper Waste, Yellow for Plastic Waste and Red for E-waste. 3. Institution has open ground in the campus surrounded by trees and plants to keep the campus environment clean and green. 4. During College Fests, Annual Day, Fresher's Party, Farewell party etc. DJ is allowed to use as per the prescribed limit, given by regulatory authorities in order to avoid noise pollution. 5. Canteen also takes necessary measures to reduce food wastage and water wastage by putting signage and proper monitoring system by canteen committee. 6. 10 Students who reside in nearby area are encouraged to use bicycle instead of bikes or car. There is a provision for bicycle stand in the campus for 20 bicycles. 7. 11th July 2019 NSS unit organised "Say No to Plastic Drive" in campus to discourage use of plastic in campus. 8. On 27th July 2019 NSS unit organized paper bag making activity to encourage students to use paper bags instead of plastic bags. 9. On 28th August 2019, Department of Life Long Learning and Extension" unit organized Collage Making Competition on theme " City Under Water" to create awareness about water conservation and disaster management. 10. NSS Unit of college organised "Bottle For Change" drive on 30th September 2019 with objective of Approximately 22 Kgs of plastic collected from college premises, vendors nearby college and from college students. It was given to Bisleri Company for recycling.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practices I:

- Title of the Practice :- Parents Teacher Meet
- Goal:-
- To bring parents and teacher together to exchange views and ideas regarding the programme.
- To help them realise their respective roles in promoting integrated education.
- To seek their co-operation and involvement in the integrated education programme
- To provide opportunity for parent and teacher to develop a healthy and strong relationship for the holistic development of a learner.
- To provide opportunity to open two ways communication for the welfare of learner.
- To know learners' weakest and strongest areas from parent's observation.
- To work for improvement of learners' performance and to ensure best academic and non academic performance of Lerner.

The Context:- College organises Parents Teacher Meet and invite parents to campus with objective to help enrich the college environment and provide the college management with required support and also to advance the education and all-round development of the students by extending relationships between teachers, parents and others associated with the college.

The Practice:-

1. In the beginning of academic year college organizes orientation programme and parents teacher meet for parents and student of first year students, where parents

are informed about college, faculty, curriculum, teaching learning environment in college, examination pattern, placement opportunities etc. 2. College organize periodic parents meeting during mentorship programme, where both teacher and parents discuss and share overall personality of learner with the teacher i.e. his/her behavior, manner, habit, attitude, learning styles, relation to self and society etc. 3. Parents are invited during and result declaration day where parents are informed about performance and progress of learner and scope for his further improvement. 4. Parents are called in case of any disciplinary issues related to learner. Parents and teacher discuss, resolve issue and parents are advised with measures to be taken for improvement in learners behavior. 5. Parents are also called in case of poor attendance of learner. Undertaking is taken from parents for improvement in learners attendance. Parents are advised to keep control and monitoring on his non-attendance in class in order to help learner to perform better

Constraints: Less support from parents
Problem encountered and Resources required: Working parents find it difficult to visit college due to their work schedule. Few parents do not willing to visit campus due to distance travelling. Students sometime do not provide authentic contact details of parents to it become difficult for college to reach parents. College make all necessary arrangement of resources to hold parent teacher meeting like auditorium or classrooms, mike and sound system, tables, chairs in auditorium, refreshment, stationary items, fund etc.

Best Practices II:

- Title of the Practice :- Students Empowerment through Departmental Clubs
- Goals:-

1. To enable learner to connect to a peer group who shares similar interests.
2. To provide a platform to learner where he or she will be meeting new people, making new friends, and participating in activities.
3. To let learner understand on how to work well with a team.
4. To provide opportunity to learner where he or she can work with diverse group, discover their passion, skills and experiment with areas of expertise.
5. To develop leadership skills of learner that will be invaluable in all areas of life.
6. To provide opportunity to learner to handle certain situations and test their current knowledge.
7. To provide opportunity to learner to gain knowledge, skills and experience in leadership, communication, problem-solving, group development and management, finance, presentation and public speaking.
8. To help learner to become a better-rounded individual – one that's ready to take on their future career.

- The Context:- We at MVM believe in empowering our students. College has taken a initiative to develop students clubs like department of Management Studies have club as "Minerva", Department of Accountancy and Finance have club named as "Finanza" and similarly department of B.Sc.IT have club as "Enigma". These clubs are voluntary group of students, by the students and for the students. Students are given freedom plan, organize and implement various activities for their academic and non-academic benefits. These club activities help students to develop their planning, organizing, leadership, public speaking and decision making skills. All these things boost up the morale of learner and help to build their confidence level. what's great these student clubs is that while they learn to use skills like event management, event planning, and organising, they get to test them out in a safe environment where making mistakes is OK. Everyone is there to support them, so there's no fear in messing up or being wrong.
- The Practice:-

1. In the beginning of academic year all students of respective departments are oriented about their clubs, its functioning and benefits.
2. Learner voluntarily join the club membership.
3. Core team of each club is formed which includes one or to faculty members and club representatives in leading position.
4. Core team conduct meeting, brainstorm and plan for various activities -academic or non-academic specific to their stream.
5. Core team put forward their ideas to higher authorities- principal or respective department coordinator.
6. After approval from higher authorities coordinators facilitate all resources required to organise activities.
7. All learners work as team along with core team and organise activity.
8. After successful completion of event reports are prepared and submitted to higher authorities.

- Constraints: Voluntary membership of learners: Hence requires controlling and guidance in financial aspects
- Problem encountered and Resources required: Only few students show willingness to take leadership position. Planning and organizing of event require monitoring from faculty. Coordinator provides necessary resources to conduct events like suitable venue, stationary items, and infrastructure, fund to organize event etc.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.mvmeducation.com/degreeCollege/wp-content/uploads/2021/06/Best-Practices-2019-20.pdf>

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Mogaveera Vyavasthapaka Mandali (MVM) was established in the year 1902. The MVM has been awarded the Karnataka Rajyotsava Prashasti for 2012 by Karnataka State Government. Mogaveera Vyavasthapaka Mandali initiated M V Mandali's Colleges of Commerce and Science in the Academic Year 2010 - 2011. The college is affiliated to University of Mumbai. It was established with the well-defined objective to bring about holistic development of students and to make them responsible citizens of our nation. The mission statement of college is "We deliver excellent and holistic quality education for the overall development of the students and strive for their continual development in our endeavours in making them quality human beings and responsible citizens of our nation". With its distinctive mission, college consistently strive to achieve high academic standards. In line with its mission statement college take social responsibility with students being encouraged to participate actively in social work and build sensitivities to the world outside their college which is not as privileged. College has NSS (national Service Scheme) unit, DLLE (department of Lie long Learning and extension) Unit for active participation of students in community engagement and extension work. These units has been continuously engaged in various community level activities in order sensitize our students towards community needs and prepare them as not only as a good citizen but also a good human being. Following is highlights of activities conducted by these units during the year. 1. On 13th July 2019 ,NSS Unit of our College in collaboration with Ekta Manch, organized rally to create awareness on environment. NSS volunteers participated in rally from Andheri Station to Jogeshwari Station with banners and posters in their hands, giving environment related slogan. 2. On 10th August 2019 The NSS Unit of MVM College has organized 'Yuva Mahiti Doot Training' in collaboration with NGO-ANULOM. NSS volunteers were trained on creating awareness about various government schemes followed by which NSS volunteers created awareness among other students in campus and nearby vicinity. 3. On 27th July 2019. NSS Volunteers were trained to make paper bags followed by distribution of paper bags to local vendors to create awareness on environmental issues. Vendors were encourage to use paper bags instead of plastic bags and save environment. 4. On 14th August 2019, The NSS Unit of our College in association with Clara's College of Commerce organized a 'Flood Relief Rally' in local community area. NSS volunteer's participated in the rally and collected funds, clothes, utensils, food grains etc. for needy people of flood affected areas of Maharashtra. 5. On 13th September 2019, Volunteers of NSS Unit organized Beach Cleaning drive at Juhu Beach. Volunteers were engaged in activity of cleaning the beach and collecting and disposing the garbage and assisting the cleaning staff on the beach. 6. On 21st September 2019, NSS volunteers participated in "Mumbai Youth Change The Narrative On Inequality" programme held at National College and conducted by University of Mumbai. The main objective of this programme was to orient on various problem

Provide the weblink of the institution

<http://www.mvmeducation.com/degreeCollege/wp-content/uploads/2021/06/Institution-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. To celebrate 10th Foundation Day of College. 2. To organise national and international conference. 3. To organise training programmes and seminars for benefit of students. 4. Improvement in ICT enabled infrastructure. 5. To implement new ERP system for better e- governance. 6. To take initiative for new and better version of college website 7. To implement internal examination through google form