Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**MALINI KISHOR SANGHVI COLLEGE OF COMMERCE AND ECONOMICS**
Name of the head of the Institution	**Dr. Keshav N. Ghorude**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02226241751**
Mobile no.	**9869900766**
Registered Email	**info@mkscollege.edu.in**
Alternate Email	**principal@mkscollege.edu.in**
Address	**Nirmaladevi Arunkumar Ahuja Marg, JVPD Scheme, Vile Parle (W)**
City/Town	**MUMBAI**
State/UT	**Maharashtra**
Pincode	**400049**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr. (Mrs.) Sujata Dhopte**
Phone no/Alternate Phone no.	**02226241751**
Mobile no.	**9819758961**
Registered Email	**mksanghvicollege@gmail.com**
Alternate Email	**sujata.dhopte@mkscollege.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mkscollege.edu.in/uncategorized/iqac-aqar-for-affiliated-constituent-colleges

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mkscollege.edu.in

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.92**	**2009**	**20-Jan-2009**	**28-Jan-2014**
2	**A**	**3.02**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC

09-Oct-2007

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

Late Shri B.K.Sanghvi Memorial Lecture-	12-Oct-2019 1	140
A Workshop on	07-Dec-2019 1	40
IQAC & Placement cell organised a talk on Cyber Safety Ms. Kirti Mane, Asst. Police inspector, BKC was invited as a resource person.	12-Dec-2019 1	120
A grand Degree Certificate Distribution Ceremony at grand scale in the college auditorium. Dr. J.J.Rawal, Former Director of Nehru Planetarium was invited the Chief Guest.	11-Jan-2020 1	400
Seminar on intellectual Property Rights by Advocate Ms. Vidhi Kotak	13-Feb-2020 1	90
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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
Economics	Minor Research Project	UGC	2020 1	25000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
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	View File
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)

1. Sliver Jubilee Year Celebration

2. Orientation Program for all First Year Students

3. Degree Distribution Ceremony

4. B.K. Sanghvi Memorial Lecture

5. Academic Audit

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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
Orientation Program	We welcomed the First Year Students and oriented them about the Academic, Extra Curricular, Academic and Infrastructure facilities for their overall development as on 1st July, 2019
B.K. Sanghvi Memorial Lecture	To mark the 150th birth anniversary of the Father of our nation Mahatma Gandhi this year, the 'Late Shri B.K. Sanghvi Memorial Lecture' was 'Paragami Vyktitiva ke dhani Mahatma Gandhi' and was delivered by renowned Gandhian scholar & Former Vice Chancellor, Gujarat University, Dr. Naresh Ved.
Academic Calendar, Prospectus	"In the meeting of HODs and Conveners of various Committees Academic Calendar is finalized for the year 2019-20. Prospectus is designed taking into account the changes and amendments for the Current Academic Year. "
Academic Audit	Academic Audit is conducted every year following the standard norms
Research	A Guidance session on 'Writing A Quality Research Paper'
Non-Teaching Staff Training Program	The College initiated a noval program in association with Teach India Foundation (Timess Group) and British Council on Spoken English. 3 batchs of Spoken English programs for students, for housewives and ladies and for non-teaching staff were conducted in the year.

Teachers Training Program	"Workshop on Cyber Security - A Talk on Cyber-Security was held on 12 December,2019. The speaker was Police Inspector Ms. Kirti Mane of the Cyber Crime Cell of Mumbai Police. Seminar on Intelctual Property Rights - The IQAC Cell of the college organized an intra collegiate seminar on Intellectual Property Rights on Feb 13, 2020. The speakers of the seminar were Dr Deepa Chitnis, a senior faculty from NM College who highlighted the legal aspects of the IPR. "
Documentary Film	The journey of the Instistution was beautifully recreated through a Short Documentary Film.
MOU	The College has signed a Memoradum of Understanding (MOU) with the Teach India Group for conducting Spoken English Program in its premises for the period of Five Years
Silver Jubilee Year Celebration	We celebrated the Sliver Jubilee of the College and completion of Grand 51 Years of our Trust Ritambhara Vishva Vidyapeeth Various programs and lectures by the Professional Artists, Alumni, Departments and Committees were conducted for celebrating Silver Jubilee Celebration
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	29-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**15-Sep-2017**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**13-Jan-2020**

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. Admission – EPRAVESH: Institute MIS admission modules helps in admission process of all UG and PG students of the institute are required to complete the admission formality by filling up online admission forms. The module helps in collecting the information of the students program wise and also helps in making merit list as per the institute norms. With this merit list the student are admitted strictly on merit mark 2. Examinations This module takes care of the exam activities in the form of appointment of examiners, collection of the question papers, collection and compilation of continuous evaluation marks, end semester marks and declaration of results using CGPA system. 3.Administration Finance- – This module helps in vendor registration, tender procedure used for procurement of consumables and equipment, the repair and maintenance of institute's infrastructure, receiving tenders, preparing comparative statements, preparing and placing orders and the necessary administrative approvals of the procurement. Institutes accounts and finance is run with all its functions using accounts and finance modules. Fees Payment – Students through this module can pay their annual tuition fee, exam fee and other fees using online mode. It also administers monthly salary payment of all employee of the institute. Leave Management – Through this module all faculty members of the institute apply for different types of leaves and information goes for necessary approval of the same keeping record of total number of leaves consumed by the faculty throughout the year and the balance leave available with faculty. Faculty service records – This module keeps service record of all faculties. 4. Time Table – Preparation and display of academic calendar and timetable. 5. Attendance Academic Activities – The information related to the students roll numbers their course details and their other information is part of this module. The module helps in recording

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

The institute is affiliated to University of Mumbai and follows the curriculum prescribed by the university in a systematic way: Before the start of every academic session, Principal along with the Director and Vice- Principal conducts an IAC meeting with Heads of all the Departments and finalize the Academic Calendar in alignment with the university schedule. Subjects are allocated to the faculties based on their subject expertise and interests well in advance. Time table for every semester is prepared by the respective Time Table coordinators of various departments in consultation with the HODs and the load distribution is informed to the Principal. The university provides the syllabus with evaluation schemes and course objectives for every course. Faculty follows the evaluation scheme mentioned in the syllabus for each course. Course Objectives and Course outcomes of the subjects in accordance with the university prescribed syllabus are decided by the respective subject in charge in consultation with the HOD. Teaching plan and the assignments for the semester are prepared by the respective subject in charge before the start of the new semester. The result analysis of the internal assessment is done and proper measures are incorporated to improve the performance by arranging remedial classes for the weaker students and giving additional assignments/tasks to the brighter students. Course files are maintained by faculty members which contains Academic calendar, Individual timetable, Teaching plan, Assignments, Class test question papers, University question papers, question banks, Quiz, Performance details etc. Remedial classes are conducted for slow learners. In addition to traditional teaching methods, video lectures, NPTEL lectures, OHP, PowerPoint presentations, projects, case studies, surveys etc are being conducted. Guest lectures are regularly arranged to bridge the gap in the prescribed curriculum. An IAC meeting is conducted at the end of the semester to conclude the academic session. At the end of every semester course exit feedback is taken from the students and analysed for proper measures. The faculty in charge maps the course outcome with the program outcomes to ensure the attainment of the curriculum. Students are encouraged to do final year projects in industries thereby giving them the exposure to the recent trends in industries. Students are encouraged to undergo industrial internships and industrial visits during vacation periods. Students are given training in various software's so as to enhance global employment opportunities. Special emphasis is given on the development of the overall personality of the students through the conduction of various personality development programmes. Students are encouraged to participate in NSS and other social activities so as to enable them to be socially responsible citizens. Seminars, value added courses and industrial visits are arranged to enrich the curriculum. Orientation programmes for the new courses are arranged by the institute in consultation with BOS of the University

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepene urship	Skill Development
Nil	Diploma in Event Management	01/08/2019	70	When dealing with a large event, such as a wedding or fundraiser, the event manager must coordinate multiple vendor, volunteer and attendee activities s imultaneousl y. In this course, students learn the principles of managing large events while concen	Skill Development working within such a fast-developing industry offers excellent potential for progression and promotion within individual companies and the overall industry, as event managers who can quickly establish productive working relationsh
Soft Skill Training by Tata Power	Nil	17/01/2020	12	Soft skills are attributes that enable you to engage in meaningful interactions with others. Since most jobs require teamwork its important to possess soft skills to enahance your employa bility and achieve your drream job.	It enables you to think out of the box both creatively and critically using these skills they will be able to way up their options make inform dicision making them to more likely toachieve the desired result
Certificate Courses by Motilal Oswal	Nil	04/12/2019	30	Financial Markets play vital role in facilitating smooth	The ability to do quality research and solid market analysis its

	operations of Capitalist Evconomy by allocating resources and creating liquidity for business entrepreneurs. The markets make it easy for buyers and selles to trade their financial holdings.	fundamental to trading success. Master readers develop their skills in being able to throughly research all information relevent to security they trade

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Investment & Financial Markets	04/12/2019
BCom	Diploma in Event Management	01/08/2019
	View File	

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
BA	Multimedia Mass Communication (BAMMC)	01/06/2019
BMS	Management Studies	01/06/2019
BCom	Commerce	01/06/2019
BSc	Information Technology	01/06/2019
MCom	Business Management	01/06/2019
BCom	Banking & Insurance	01/06/2019
BCom	Financial Markets	01/06/2019
BCom	Accounting Finance	01/06/2019
BCom	Investment Management	01/06/2019

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

	Certificate	Diploma Course
Number of Students	158	101

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

Diploma in Business Management	01/08/2019	41
Diploma in Digital Technology Media	01/08/2019	21
Diploma in Corporate Finance Management	01/08/2019	24
Diploma in Entrepreneurship Family Business Management	01/08/2019	6
Diploma in Entrepreneurship Family Business Management	01/08/2019	9
Soft Skills Training by Tata Power	17/01/2020	89
Certificate Course by Techno Serve	01/03/2020	69
Soft Skills Training by Tata Power	10/01/2020	100
Certificate Course by Techno Serve	04/12/2019	30
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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	Financial Markets	60
BCom	Investment Management	13
BMS	Management Studies	117
BCom	Accounting & Finance	62
BCom	Banking & Insurance	24
[View File](#)		

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
There is a formal mechanism to obtain feedback from students on a regular basis. The feedback is also obtained from the students and the remaining stakeholders and their views are considered to bring in the appropriate timely changes in the system. During the reformation of the curriculum university invites the representative from the college to put forward the view on behalf

of all the stakeholders of the Institute. The senior faculty would participate from the institution and share the feelings of all the stakeholders, which would help in enriching the curriculum and to bring the new changes in the syllabus and the environment. Effective Feedback Encourages the Instructor, Improving Motivation and Stimulating Increased Effort Both the tone of feedback and the context in which it is given have both been shown to be important for determining effectiveness. It helps learners to maximize their potential at different stages of training, raise their awareness of strengths and areas for improvement, and identify actions to be taken to improve performance. The most effective leaders actively seek feedback to enhance their performance. Feedback can also be highly motivating and energizing. It has strong links to employee satisfaction and productivity. People like to feel involved and identified with their organization. Effective leaders have good listening and emotional awareness – they understand the impact that their behaviour has on others. When staff receives little feedback they tend to be self-critical or self-congratulatory as they are relying upon events rather than specific feedback to measure their performance and impact.

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
BCom	Investment Management	60	70	54
BCom	Banking & Inssurance	60	175	51
BCom	Accounting & Finance	60	431	59
BCom	Financial Markets	60	321	59
BCom	Commerce	720	824	624
BA	Mass Media	60	640	60
BMS	Management Studies	120	691	121
BSc	Information Technology	60	45	35
MCom	Business Management	80	65	59

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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	2894	59	36	Nill	3

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	Numberof smart classrooms	E-resources and techniques used
36	33	3	2	8	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)

The mentoring Cell organized a talk and a three day workshop on Healthy Sexuality. The topics covered were: 1) Understanding human anatomy. 2) Preventing Sexual harassment at Workplace. 3) Preventing STD. 4) Understanding different sexual orientations. The talk was very informative for the students and they had an open heart interaction for three days from 26th September to 28th September, 2018. A talk was organized exclusively for the T.Y. B. Com students on Premarital Counseling on 23rd April, 2019. Students were guided about marriage and other related issues they would face after their graduation. Along with talks, workshops and sessions, the mentoring cell is active throughout the year in guiding counseling the students who have various issues related to health, career, emotions and academics.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2953	36	1:82

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
41	36	5	Nill	6

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
2019	Dr. Krushna Gandhi	Principal(in-charge)	Received Best Teacher Award for contribution in the field of education by International Institute of Hotel Management (IIHM) on 5th October, 2019
2020	Dr. Sujata Dhopte	Associate Professor	International Award as COVID Warrier by International Hospitality Council IHC, London, in Association with IIHM Puneon 14th September, 2020.

2019	Dr. Sujata Dhopte	Associate Professor	Research Grant of Rs. 35,000/- by National Commission for Women
2019	Dr. Sujata Dhopte	Associate Professor	Mumbai University Minor Research Grant is awarded for Economics
2020	Dr. Sujata Dhopte	Associate Professor	Received Certificate of appreciation by University of Mumbai for the progress of Extension Education and Social Welfare Activities for the Academic Year 2019-20
2019	Dr. Sneha Vaidya	Assistant Professor	Completed Ph.D. in the subject of Mathematics on the topic The Contribution of Vedic Mathematics in Advance Calculus from Shri Jagdishprasad Jhabarmal Tibrewala University in September, 2019
2019	Dr. Sandipa Chatterjee	Assistant Professor	Conferred Ph.D. Degree in the subject of Management on the topic. A Study on Consumer Behaviour Factors Influencing E-Retailing in India from Janardan Rai Nagar Rajasthan Vidyapeeth (Deemed to be) University, Udaipur, Rajasthan in September, 2019
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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	C0141	SEM-I	02/03/2020	26/06/2020

BCom	C0142	SEM-II	16/03/2020	26/06/2020
BCom	C0143	SEM-III	02/03/2020	26/06/2020
BCom	C0144	SEM-IV	14/03/2020	26/06/2020
BMS	2M00151	SEM-I	16/02/2020	22/06/2020
BMS	2M00152	SEM-II	16/03/2020	22/06/2020
BMS	2M00153	SEM-III	16/02/2020	22/06/2020
BMS	2M00154	SEM-IV	16/03/2020	22/06/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Innovative processes adopted by the institution in Teaching and Learning: To make the teaching learning process more interesting and effective, all the faculty members exploited various innovative teaching methods. We are proud to have initiated a number of best practices in the teaching-learning processes. These are enumerated below:- Institution encourages all teachers to attend syllabus revision workshop and other FDP programmes to update themselves and ensure effective curriculum deliverance. Extensive Use of Technology: Teaching using videos and other audio visual aids has been found very effective by the faculty in imparting knowledge to the students. LCD Power point presentation was practiced by the teacher in their respective subjects. Feedback mechanism: Evaluation of the Faculty by the Students. A feedback system is in place for evaluating the curriculum transactions. For keeping the objectivity and confidentiality of the students' feedback system a separate cell under the direct supervision of the Principal is functioning. Industrial Visits. For supplementing theoretical knowledge, the students are taken to the industries and organizations for direct exposure, observation and learning. They will also have an exposure to corporate culture and working conditions. Mentoring. The college has instituted mentoring system and it is a part of regular activity of the teaching-earning process. Students are encouraged to meet their mentors at least once in a week. Group mentoring is also arranged through the Creative Leadership Programme being conducted from this year. A mentoring manual is being prepared for helping all the teachers to orient them in mentoring process. Centre for Holistic Development Self Learning : Focusing on overall personality of the students through Yoga, Skill upgradation, Guest lectures, Seminars workshops organized. Practical hands on experiments Value added courses motivate the students for self learning as well as group teaching during the actual college teaching. Innovative methods like Role Play, Concept attainment model were designed and taught to students, they practiced these innovative methods in their respective subjects.

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

Academic Calendar: Emphasis given on the preparation of Academic Calendar before commencement of the session in which each individual teacher plans his/her schedule in advance in the form of modular break up which is also informed to the students for their better preparation. Course Plan for All Subjects. A detailed course plan for every paper is prepared and available to the students in the 'Module'. The course plan contains course objectives in behavioural terms, the themes/topics to be learned, the method of learning/ teaching-learning delivery, books and journals to be referred before coming to the class and recommended reading for learning the topic in detail. The course plan also contains the method of internal evaluation of the courses taught. Frequent Faculty Meetings: Monthly faculty and non-teaching staff at the institute are held for transacting the academic and administrative businesses

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)

https://docs.google.com/document/d/1mOo_k2GBXpAS_NCcfFxLv5PD5z8ty28a/edit?usp=sharing&ouid=10364232495316437l875&rtpof=true&sd=true

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
C0144	BCom	Commerce	438	427	97.49
2C00534	MCom	Busimess Management	47	44	93.62%
2M00154	BMS	Management	117	116	99.15%
4O00151	BCom	Mass Media	58	58	100%
2C00341	BCom	Banking & Insurance	48	44	91.67%
2C00451	BCom	Accounting & Finance	62	60	96.77%
2C00251	BCom	Financial Markets	60	59	98.33%
2C00821	BCom	Investment Management	13	13	100%
IS00256	BSc	Computer Science	37	36	97.49

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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)

https://docs.google.com/document/d/1HPjYaeknrHDXH6azsKCmx3Fk0GNRAjiW/edit?usp=sharing&ouid=10364232495316437l875&rtpof=true&sd=true

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	1	University of Mumbai	25000	10000

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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
Workshop on Writing Quality Research Paper by Dr. Kuldeep Sharma (Head of Research Centre at K.P.B. Hinduja college) – The participants were guided about research methods and requirements for writing quality research papers for UGC approved researc	IQAC	07/12/2019
A session on 'Cyber Security' by Ms. Kriti Mane (The Cyber Crime Cell of Mumbai Police) – The speaker explained in depth about social media platforms, websites, and online payments media. She highlighted the risks involved in reckless use of these.	IQAC	12/12/2019
Intra Collegiate seminar on 'Intellectual Property Rights (IPR)' by (Dr. Deepa Chitnis, Senior Faculty from N.M. college) – The speaker highlighted the legal aspects of the IPR. She discussed the procedural components and gave an in-depth understandi	IQAC	13/02/2020
International webinar on 'Challenges of COVID-19 Pandemic for Indian Economy' by Dr. Dipti Desai, Head of West Coast Division, USISPF Shri Ramdeo Agarwal, Dalal Street Wizard Dr. R.Gopal, Director, DYPIMS Shri Uday Kavale, Senior Software Engineer	IQAC	02/05/2020

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
International Award as COVID Worrier	Dr. Sujata Dhopte	International Hospitality Council (IHC), London Institute of Hotel Management	14/09/2019	COVID Worrier

Best Teachers Award	Dr. Krushna Gandhi	International Institute of Hotel Management (IIHM)	05/10/2019	Best Teacher
Indias Education Excellence Award	MKS College	Berkshire Media Pvt. Ltd	03/08/2019	Indias Education Excellence Award
Quality Brands India College Award	MKS College	National Education Human Resources Development Organisation	13/04/2019	National Education Excellence Award

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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
YES	I Lead India	MKS Centre for Management Studies	I Lead India	Youth Entrepreneurs in various fields	08/01/2019
YES	Goyal Ayush Ajit	Entrepreneurship Management	Planet First Recycling India Pvt. Ltd.	Focus on Recycling the Plastic for Environmental Sustainability	08/01/2019
YES	Jain Chaitya Tejas	Entrepreneurship Management	Ashrav Enterprises	Construction, Interior Decoration	08/01/2019
YES	Gandhi Dimple Mansukh	Entrepreneurship Management	DD Fashion Dimples Design	Fashion Designing	08/01/2019
YES	Shaikh Shakir Zakir	Entrepreneurship Management	Embronic Health Care Pvt. Ltd.	Hospitality to Tourism Industries	08/01/2019
YES	Meesha Gupta	MKS Centre for Management Studies	Grahasthi Home Décor	Home Décor	08/01/2019
YES	Rushi Shah	MKS Centre for Management Studies	Graphic Designing	Graphic Designing	08/01/2019
YES	Zia Momin	MKS Centre for Management Studies	Alizia Echo	Clothing Accessories	08/01/2019

| YES | Chinmay Shah | MKS Centre for Management Studies | Photography | Photography | 08/01/2019 |
| YES | Soham Kushe | MKS Centre for Management Studies | Instagram Management Services | Groom Your Gram | 08/01/2019 |

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	0	2

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

Name of the Department	Number of PhD's Awarded
Mathematics Statistics (Prof. Sneha Vaidya)	1
Mass Media (Prof. Sandipa Chatterjee)	1

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	Commerce Management	1	5.60
International	Commerce Management	1	6.20

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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
Library	1
Information Technology	3
Mathematics Statistics	2
Law	1
English	2
Accountancy	10
Commerce Management	9

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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

A study on viewer's preference for over the top (OTT) platform and traditional television	Dr. Sandipa Chatterjee	Studies in Indian Place Names	2020	0	Bunts Sangha College	Nill
An informative Parking Perspective : Just Park	Mrs.Neha Mehta	Studies in Indian Place Names	2020	0	Bharat college of Arts and Commerce	Nill
A Study on work Balance and Challenges faced by Women Domestic help Workers Working in Households in Mumbai	Mrs.Neha Mehta	Purakala	2020	0	Department of Commerce, University of Mumbai	Nill
Study Of The Pos-h Act With Reference To The Case Laws	Ms. Subhanghi Chinchambekar	International Journal for Interdisciplinary Knowledge	2020	0	M. K. Sanghvi College	Nill
Protecting PII Data	Mr. Nilesh Rathod	International Journal for Interdisciplinary Knowledge	2020	0	M. K. Sanghvi College	Nill
Communication and Career Growth	Mr. Nilesh Rathod	International Journal for Interdisciplinary Knowledge	2020	0	M. K. Sanghvi College	Nill
A Case of Impact and Causes of Non-Per	Ms. Sudha Shukla	All India Commerce Conference	2020	0	KIIT Deemed University, Bhubneswar	Nill

forming Assets in Banks		of the Indi Commerce A ssociation and Intern ational seminar				
REBT and Spiritual Quotient : Conceptual Study and Understand ing	Ms. Sudha Shukla	Internat ional Journal for Interd isciplinar y Knowledge	2020	0	M. K. Sanghvi College	Nill
REBT and Spiritual Quotient : Conceptual Study and Understand ing	Ms. Abhilasha Gupta	Internat ional Journal for Interd isciplinar y Knowledge	2020	0	M. K. Sanghvi College	Nill
Corporate Initiative In Education	Ms. Reshmi Achyuthan	Internat ional Journal for Interd isciplinar y Knowledge	2020	0	M. K. Sanghvi College	Nill
			View File			

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
0	0	0	2020	Nill	Nill	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	17	40	5	31
Presented papers	18	2	Nill	Nill
Resource persons	Nill	1	Nill	5
		View File		

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	Number of students participated in such

		activities	activities
Waste Management (NSS)	NSS in association with BMC	5	40
Road Safety Drive (NSS)	NSS Unit of M.K.Sanghvi college	3	35
Health Check-up (NSS)	NSS Unit of M.K.Sanghvi college	5	40
First Aid Session (NSS, DLLE WDC)	Fortis	10	95
Beach Cleaning Drive (NSS)	Silver Beach in Association with BMC	5	25
Blood Donation Camp (NSS)	Tata Memorial Hospital	10	100
Vijay Din (NSS)	NSS Unit of M.K.Sanghvi college	5	35
No Tobacco (NSS)	NSS Unit of M.K.Sanghvi college	3	30
Tree Plantation (NSS)	Lokhandwala Andheri west	5	40
Yoga Day (NSS)	Fit India Scheme of University of Mumbai NSS Unit	5	35
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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
DLLE	Udan Festival	University of Mumbai	100
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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 activites	Number of students participated in such activites
Yoga Day	College Level	Fit India Scheme of University of Mumbai NSS Unit	5	35
No Tobacco Pledge	College Level	Oath never to use tobacco	7	50
Road Safety Drive (NSS)	College Level	Road safety campaign	5	45
Gender Sensitization Workshop (WDC)	College Level	NGO MAVA	5	50

Say No to Dowry	College Level	Anti-Dowry Movement	3	40
Waste Management (NSS)	College Level	BMC	4	35
Pinkthon	NSS	Pinkthon	5	50

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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
Bone Marrow Registry Program	95	Bone Donor Marrow India	1
Blood Donation Camp	100	Tata Memorial Hospital	1
Blood and Blood pressure Test Camp	200	Thyrocare Diagnostic Lab	1

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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
Provide Training and Placement to students	Students Internship	Radio Mirchi	01/12/2020	01/12/2020	4
Provide Training and Placement to students	Students Internship	Rubicorn	01/12/2020	01/12/2020	23
Provide Training and Placement to students	Students Internship	Incaso	01/12/2020	01/12/2020	2
Provide Training and Placement to students	Students Internship	Career Launcher	01/12/2020	01/12/2020	2
Provide Training and Placement to students	Students Internship	Mass Media Maker	01/12/2020	01/12/2020	6
Provide Training and Placement to	Students Internship	ITech	01/12/2020	01/12/2020	12

Provide Training and Placement to students	Students Internship	Pearson	01/12/2020	01/12/2020	5
Provide Training and Placement to students	Students Internship	Equations	01/12/2020	01/12/2020	2
Provide Training and Placement to students	Students Internship	Endurance	01/12/2020	01/12/2020	2

View File

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
Teach India Foundation (of The Times of India Group) and The British Council	01/08/2019	Spoken English	126

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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
94	93

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

Class rooms	Existing
Campus Area	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 Net Solutions	Fully	Advance	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19885	1754827	383	71893	20268	1826720
Reference Books	9260	2121105	139	98342	9399	2219447
e-Books	Nill	39350	Nill	Nill	Nill	39350
Journals	Nill	68627	7	49996	7	118623
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	358	Nill	Nill	Nill	358	Nill
Library Automation	Nill	96205	Nill	7670	Nill	103875
Weeding (hard & soft)	10708	1118896	840	118705	11548	1237601
Others(specify)	Nill	Nill	Nill	Nill	Nill	Nill

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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
Dr Sujata Dhopte	MU OER Economics	WikiEducator	15/08/2019

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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/	Others

									GBPS)
Existing	88	38	51	4	1	19	19	14	0
Added	0	0	0	0	0	0	0	0	0
Total	88	38	51	4	1	19	19	14	0

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

20 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
Office 365	http://www.mkscollege.edu.in
Wiki-educator	http://www.wikieducator.org/MU_OER_PORT
Muddle	http://www.mkscollege.edu.in
Google Classroom	http://www.mkscollege.edu.in
Parivartan	http://www.mkscollege.edu.in

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 incurredon maintenance of physical facilites
94	93	95	92

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)

There are established system and procedures for maintaining and utilizing physical, academic and support facilities - Computer Lab, Library, Sports Camplese, Computer Classrooms, etc. a. Maintenance Committee The College has maintainance Committeee that oversee the maintenance of buildings, classrooms and computer lab.. The maintenance Committee is headed by the Office Suprerintendent who in turn monitors the work of the Supervisor at the next level. the supervisor is accountable to the Office Superintendent and functions as the co-ordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor-wise responsibilities, timings, leave, etc. The maintenance officer conducts periodic checks to ensure the efficiency or working conditions of the infrastructure. b. House Keeping: Adequate in-house staff is employed to meticulously maintain hygience, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar Halls and Computer Lab etc. are cleaned and maintained regularly by Non-Teaching Staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. Wash rooms and rest rooms are well maintained by a full time hosue keeeping staff. The gardner is emploed to maintain the greenery in the campus. The preview includes maintenance of Generator. Air,Conditioners, CCTV Cameras and water purifiers. Apart from contract wowrkers the College has trained in-house electricians and plumbers. c> Computer Lab Mainteancne: Lab Assistants under the supervision of the system administrator maintain the efficiency of he College Computers and accessories. d. Parking Facilities

Mainteanance: Parking facility is well organized. It is efficiently maintained by annually renewed contract employers. The campus maintenance is moniteted through surveillance cameras. Proper inspection is done and verification of stock takes place at the end of every year. e. Repair and Maintenance: Periodical reporting on requirements of repairs and maintenance are submmitted by the HODs to the Administrative Office. The requirements are collectively processed in every semester break so as to keep ready for the new semester. Estae office manager and his team are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furnitue repairs, plaster works, paintings, carpentry, plumbing and house-keeping. f. Trained Non-Teaching Staff: The Non-Teaching Staff is also trained in maintenance of Computer equipment. The Estate Office workers look after the maintenance of rest rooms, approach roads and neatness of the entire premises. House-Keeping Services are regularly executed and maintained. g. Electrical Maintenance: Monitor Electrical equipment such as Generator, UPS and Batteries monthly and enter the condition or status of equipment in log book. Call the contractor in case of major fault. The contractor is analysis the fault and submit its report. If the replacement of any part is necessary then call the quotations and purchase as per centralized purchase procedure. Inspect the work done by the Contractor and ensure smooth functioning of equipment and report of completion of work is given to Principal.

http://www.mkscollege.edu.in

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	College Free ship Sports Scholarships	19	65000
Financial Support from Other Sources			
a) National	GOI Scholarship	11	44945
b)International	International	Nill	0
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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 enrolled	Agencies involved
Times Lit Fest	14/12/2019	8	The Times of India Group
Lit Quest 2019	29/01/2020	89	English Association "Wordsworth" and Dr. Purnima Shrikrishna
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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	Number of benefited	Number of students who	Number of studentsp placed

		students for competitive examination	students by career counseling activities	have passedin the comp. exam	
2019	Guidance lecture for students about joining UPSC examinations like IAS, IPS etc.	90	Nill	1	1
2019	Dr. Anupama Iyer conducted Workshop for building the relevant skills and values that will assist students in expanding their perspectives on self-employment or for organizing, ?nancing and/or managing an enterprise	Nill	45	Nill	Nill
2019	In association with Sanjay Doshi Financial Services, Business partner of Motilal Oswal Financial Services Ltd, our placement cell launched a 'Special Program' on Investment and Financial Markets. It was a 30-hours	Nill	30	Nill	Nill

program started in the month of Dec.				
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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
27	27	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Radio Mirchi, Rubicon, Incaso, Career Launcher. Mass Media Makers, ITech, Pearsons, Equations, Endurance	2297	58	Nill	Nill	Nill
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	BFM	Financial Markets	Sheila Raheja	MMS
2019	1	BMM	Arts	Durgadevi Saraf	MMS
2019	1	BMM	Arts	MET Institute	MMS
2019	1	B.Com	Commerce	Xavier Institute	MMS
2019	1	B.Com	Commerce	Sheila Raheja Institute	MMS
2019	3	B.Sc (IT)	Science	Garware Institute	PGDIT
2019	1	B.Com	Commerce	Jamnalal Bajaj	MBA

2019	2	M.Com-I	Business Management	IDOL	M.Com-II
2019	1	BAF	Accounting Finance	Xavier Institute	MMS
2019	1	B.Com	Commerce	IDOL	PGDFM

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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	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	1
Any Other	3

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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
SOFT BALL	DISTRICT	16
RURAL GAME ROLLER SKATING	NATIONAL	1
PARADE	INTERCOLLEGIATE	15
FASHION SHOW	INTERCOLLEGIATE	12
THE LEGEND OF THEATER DRAMA	INTERCOLLEGIATE	12
GROUP DANCE	INTRA COLLEGE	3
SOLO SINGING	INTRA COLLEGE	3
SOLO DANCE	INTRACOLLEGIATE	3
KARATE CHAPIONSHIP	STATE	1
TABLE TENNIS	INTERCOLLEGIATE	1

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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	EVENT MANAGER SUPER EVENT MANAGER OF THE YEAR AWARD 2019	National	Nill	2	105	Ravjot Singh H Bhasin
2019	EVENT MANAGER & SUPER EVENT MANAGER OF THE YEAR AWARD 2019	National	Nill	2	2125	Ruby Wadiwalla

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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)

As per the guidelines laid by University, Students Council has been formed in our college. It is executed by nomination out of academic toppers in each class as per norms put down by the University of Mumbai. The Students Council is an official body that looks after the welfare of the students, be the voice to student grievances and to suggest improvement and expansion of academic and physical infrastructure. Students Council elects from amongst them General Secretary who represents the institution at the University. The Students Council is represented on the college development committee IQAC. Multiple Student Centric Activities are organised by the adviser of the Students Council. In – house festival Risers is organised by the Students Council along with the Cultural Committee. Students Council does organize Alumni Meet every year. The Volunteers of MKS Students Council had also organized a Blood Donation drive in collaboration with Tata Memorial hospital. Teacher's day function is excellently organised to recognize the contribution of a teacher by the members of the Students Council. Every year in the Degree Distribution Function – Graduation Ceremony Students Council Members form a band.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2005

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

19650

5.4.4 – Meetings/activities organized by Alumni Association :

1. Annual meeting 2. Students orientation Program 3. Lecture Series. 4. Function 5. Participation as Event Organizers and judges for Youth for Crescendo 6. Intra College Festival Risers.

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)

VISION: In our endeavour to strive for the development of the young generation towards self- reliance, through value education, while inculcating a quest for knowledgefor self development, and for the development of the society at large. MISSION: To provide and generate necessary resources for education, encompassing all aspects of Commerce and Youth Management, get our education quotient up by best in class faculties in various sectors of business, trade, commerce and Management, so as to make them capable to face challenges and opportunities that await them nationally and internationally, in offering efficient professional services in their fields The aim is to inspire students for the multicultural atmosphere and provide academic excellence. Along with academics students are given opportunities to develop and discover their talents in Co-Curricular activities. As most of the management members of the institution belong to the business community, they, brings in domestic and international business acumen The distinctive characteristics of the institution lies in the fact that the management realizes the necessity of grooming the youth of the society and prepare them and help them to form a strong base which grooms them for career development. a) The college provides B.Com, offering specialised programs like Bachelor of Management Studies (BMS), B.Com (Accounting Finance), B.COM (Financial Markets), B.Com (Banking and Insurance), Bachelor of Mass Media (BMM) and B.Sc. (Information Technology). b) College offers M.com (Management) c) Add on courses: Certificate Diploma andAdvanced Diploma courses in Tax Procedures and Practice also got a sanctionfor Functional English. D) Arranging talks from members of the Alumni for-current students to share their experience with current students to guide them for the future E) Special guest lectures are organised by industry experts F)Encouraging students to take up internship during to enable them to be exposed to the real worldof trade, commerce and management and also media. The institution provides facilities for overall growth anddevelopment of a student developing their personality, encouraging participation in sports, cultural activities, extension activities, NSS, NCC etc. However, the distinctness of the institution lies in foreseeing and recognizing the future need of job opportunities, andintroducing programs to make the youth future-ready with real case study bases studies. Our institution was amongst the first institutions to start the specialized programs mentioned above. The Principal reviews a rough Academic plan for the academic year at the beginning, immediately after the first staff meeting to ensure that the plan is within the available teaching days during the semester, and making provision for seminars, workshops, and other Extra and Co-curricular activities. The Academic plan is then pronounced satisfactory. - The finalized Academic Planner serves as a framework for the entire semester/year. - Man power budgets are prepared by the administrative staff basis schedule of requirement of manpower as per the admission program provided by the University and the Education department. The requirement of administrative staff during examinations is planned on the basis of requirement.

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

Yes

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
Admission of Students	Admissions are purely on Merit and there is no management quota (which has been surrendered to the college for allotment on merit). The procedure of

	the admission is governed by guidelines issued by the Govt. of Maharashtra and University of Mumbai.
Industry Interaction / Collaboration	With respect to placements the institution has good interaction and collaboration with corporate.
Human Resource Management	All departments are adequate staffed with the right skill so for efficient performance. Good performances is duly recognized
Library, ICT and Physical Infrastructure / Instrumentation	It is always maintained and constantly upgraded
Research and Development	Institution encourages research by allowing a grant of Rs. 50,000/- to any staff members who enrolls for Ph. D.
Examination and Evaluation	Examinations are decided by the University including evaluation procedures
Teaching and Learning	New and modern methods of teaching and learning like field trips, films, PPTS, etc. are utilized and regular feedback from students is obtained
Curriculum Development	Curriculum is developed and framed by the University. The institution does not have any say in it

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

E-governace area	Details
Planning and Development	Perspective plan of the Institution, Academic Calendar, various committees, are formed and designed in the beginning of every academic year with the Principals guidance , Academic Planners are prepared by every individual teachers , Self appraisal form and feed back mechanism is used for Academic improvement and development. This entire mechanism is routed through technology
Administration	MIS System in Administration and Finance is effective. Students data is maintained online through students administration software, service record of teaching and non-teaching
Finance and Accounts	The college is using payment gateways and tally ERP 9.0 software for accounting and finance purposes. Financial audit is conducted every year. The books of accounts and payroll are maintained digitally. There is provision of making payment of the statutory dues online.
Student Admission and Support	The college has E-pravesh portal

	specifically allotted for students admission and support. Students microsoft class rooms are created course wise for updating the notices regarding admission, examinations and results. Group SMS facility is used for timely upraising the students . Fees payments are through payment gateway such as CC Avenue, HDFC, Paytm, RTGS and NEFT.
Examination	On screen marking system is used for University paper assessment of third year and post graduate. MIS system is used for result compilation . Online process is followed connecting EPravesh Software i.e. indigenous college software to MKCL software of University fora registration enrollment transfer and eligibility of the students.

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	Sandipa Chatterjee	Workshop of BAMMC Syllabus Revision (LS Raheja)	L S Raheja	500
2019	Neha Mehta	Workshop on Plagiarism and Reference Management	KES Shroff College	500
2019	Jasleen Kaur	Workshop on Plagiarism and Reference Management	KES Shroff College	500
2019	Shubhangi Chinchambekar	WDC Zonal Workshop	ABC	400
2019	Chetan Mathur	Workshop of BAMMC Syllabus Revision (LS Raheja)	L S Raheja	500
2019	Neha Mehta	Workshop on NET/SET	University of Mumbai	400
2019	Jasleen Kaur	Workshop on NET/SET	University of Mumbai	400
2020	Sandipa Chatterjee	Workshop of BAMMC Syllabus Revision (M L Dhanukar College)	M L Dhanukar College	500

2020	Shubhangi Chinchambekar	One day Workshop at G J College	G J College	250
2020	Shubhangi Chinchambekar	One day Workshop at Adikom Credit Coursework B K SHAH COLLEGE	B K Shah College	200
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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	Nill	Teach India Foundation (Times Group) and British Council Certificate programme on Spoken English	25/09/2019	26/09/2019	Nill	26
2019	Google International Certification of Digital Marketing	Nill	25/09/2019	28/09/2019	6	Nill
2019	Nill	Teach India Foundation (Times Group) and British Council Certificate programme on Spoken English	25/09/2019	28/09/2019	Nill	21
Nill	Microsoft International Certification of Microsoft Advanced Excell	Microsoft International Certification of Microsoft Advanced Excell	25/09/2019	25/09/2019	2	5

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
Online Workshop on Interactive E content creation	1	08/05/2020	12/05/2020	1
Empowering Teachers for Online Teaching	1	26/05/2020	30/05/2020	1
International level FDP on Learning Technologies Learning on Overview	1	10/06/2019	11/06/2019	1
State level workshop on Plagiarism and Reference Management'	1	13/07/2019	13/07/2019	1
National Level Faculty Development Program	1	30/04/2020	30/04/2020	1
Participated in the Faculty Development Programme on GST organised by Western India Regional Council of ICAI	1	18/11/2019	18/11/2019	1
Faculty Development Programme on Research Methods and Techniques	1	04/05/2020	10/10/2020	1
Faculty Development Programme on Robotics Process, Automation: A tool of Business Growth"	1	19/04/2020	19/04/2020	1

Faculty Development Program on "Application of GeoGebra	1	28/04/2020	04/05/2020	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
19	36	18	54

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Rs 50, 000 grant is given to Research scholars pursing PhD on case-to-case basis	Economic aid is made available on case-to-case basis	• Freeship for economically weaker sections • Scholarship Internship for Students Insurance scheme for students Bus Rail concession passess Scanning and photocopy facility Free counselling servicees by professional counsellor is available

6.4 – Financial Management and Resource Mobilization

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

The Annual Accounts of the institution are audited by an external independent Auditor who is a Chartered Accountant. Internal audit is regularly conducted by an auditor (chartered accountant) appointed by the management. The institution is a totally unaided and receives no funding from the UGC or from any other source. The main source of income is the tuition fees received from the students. Finances are monitored by: • Budgeting and budgetary control. • Conserving on stationery by using unused blank paper. • Conserving on electricity by shutting off equipments when not required. • Arranging of private sponsors for cultural and other seminars/programs etc. • Minimum three quotations are demanded for any major purchase requisition. • Regular monitoring of income and expenses by internal auditor.

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
Alpenol Starch	1000000	Donation for Growt h Welfare of the Institution

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6.4.3 – Total corpus fund generated

675000

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	Yes	External Independent Agency	Yes	Management
Administrative	Yes	External Independent Panel	Yes	Management

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

1. Suggestions from PTA 2. Voicing students Grievances 3. Participation in College Activities 4. PTA meeting every semester

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

1. Workshops for support staff 2. Financial Aid on case to case basis 3. Personal Counselling

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

1. NCC for Girls 2. New Programs introduced 3. Guidance and training about university norms of enrolment, eligibility changes in examination sysem.

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	Yes

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	Career Placement Cell Pathmakers organized a corporate event "Paradigm – Corporate Fest " on the theme 'Softskill development and enhancement of ability to perform in the corporate world'.	01/01/2019	23/09/2019	23/09/2019	100
2019	A Talk on	01/01/2019	12/12/2019	12/12/2019	85

2019	Auditions by Tess Joseph Casting Agency for actors	01/01/2019	03/08/2019	03/08/2019	50
2020	Seminar on Intellectual Property Rights	01/01/2019	13/02/2020	13/02/2020	100
2020	Late Shri B.K.Sanghvi Memorial Lecture instituted by Managing Trustee, Ritambhara Vishva Vidyapeeth, Shri Kishorbhai Sanghvi in the memory of his father was conducted. The topic of the lecture was "Pargami Vyakititva Ke Dhani – Mahatma Gandhi"	01/01/2019	12/10/2019	12/12/2020	200

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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
The WDC students visited the Juhu police station for a familiarization and informative visit to educate the	27/08/2019	27/08/2019	20	25

students about the workings of a police station.				
WDC students participated (along with NSS and DLLE) students in a First Aid workshop organized by Ample Mission and Fortis Hospital	14/09/2019	14/09/2019	10	15
A Gender Sensitization workshop for students was conducted by NGO Men Against Violence and Abuse (MAVA)	17/09/2019	17/09/2019	30	48
The college constituted the Internal Complaints Committee as per the requirements of the WDC	20/10/2019	20/10/2019	15	25
WDC students participated in the anti-dowry rally conducted	26/11/2019	26/11/2019	3	4
In association with Thyrocare Diagnostic lab the WDC organized a blood and blood pressure test camp for staff and students	05/12/2019	05/12/2019	40	49
A self-defence workshop for women students was organized with self - defense trainers Mr. Malcolm Bothello and Ms. Valencia	13/12/2019	13/12/2019	Nill	47

Gujeti				
WDC girl students and 3 teachers participated in a breast cancer awareness marathon titled 'Pinkathon'at Bandra Kurla Complex.	15/12/2019	15/12/2019	Nill	11
WDC organized a Bone Marrow Registry program with Bone Donor Marrow India . Dr. Praveen Clement Transplant Coordinator Marrow Donor registry of India and his team	20/01/2020	20/01/2020	Nill	50
WDC students attended a Self-Awareness workshop organized in the college conducted by student counsellor Ms. Kunali Muchhala	22/01/2020	22/01/2020	Nill	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
1. Solar energy - The institution has installed solar panels for utilizing solar energy will be functional soon. 2. Wheeling to the Grid - Yes is already functional since some years. 3. Sensor based energy conservation - Currently this is in development phase. 4. Use of LED bulbs/power efficient equipment. The college has already taken initiatives regarding GREEN TECHNOLOGY. The College is soon planning to install power saving equipment. The institution is gradually replacing its lamps, tube lights, bulbs etc. with LRD lights which consumes the least amount of energy All appliances acquired by the institute are energy efficient. As a standing instruction, the housekeeping staff on each floor has been instructed to immediately put off all lights and fans in the class rooms which becomes vacant.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	Yes	500

Ramp/Rails	Yes	5
Braille Software/facilities	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	4
Special skill development for differently abled students	Yes	3
Any other similar facility	Yes	5

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	1	06/08/2019	1	Blood Donation Camp	Refilling of Blood Bank in the City	50
2019	1	1	13/09/2019	1	Beach Cleaning	Ganapati Visgarjan Cleaning	50
2019	1	1	12/12/2019	1	not to honk, wear helmet	Road Safety	20
2019	1	1	05/12/2019	1	waste management for clean Mumbai	Swachha Bharat Abhiyan	50

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Academic Responsibility and code of conduct for faculties	06/06/2019	The code of conduct supports to sustain the faculty role, Academic Responsibility consisting Teaching, Research, evaluation and carrying our various extracurricular activities. It includes involcment of faculty in shared goverance that

		supports the institutional mission. Teachers shall not discriminate students on political, race, cast, religion, language or for any other reason on an arbitrary or personal nature
Constitution Ritambhara Vishva Vidyapeeth	06/06/2019	Scheme for purpose of better management and administration of the trust RVV.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic Day	26/01/2020	26/01/2020	75
NCC Day	07/02/2020	07/02/2020	125
Womens Day	08/03/2020	08/03/2020	150
[View File]()			

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

On 12 July, 2019, No tobacco pledge was undertaken by NSS unit. Students and faculty took oath of never using tobacco for themselves and also motivate their friends and relatives not to take tobacco in any form. A video was also shown on harmful effects of tobacco.

On12 December, 2019, NSS unit organised workshop along with BMC on waste management for clean Mumbai under Swachh Bharat Abhiyan. BMC worker, Mr. Tambe explained the difference between dry waste and wet waste. He also explained closing of dumping grounds in Mumbai.

SOLAR PANEL INSTALLATION

LED LIGHTS AND ENERGY STAR EQUIPMENTS INSTALLATION

PLANTATION OUTSIDE COLEGE

ACTIVITES TO PROMOTE GREEN CULTURE AMONGST STUDENTS

TREE PLANTATION

VERMI COMPOSITING PLACEMENT OF DUSTBINS – separation of dry and wet waste PROPER DISPOSE OFF OF HAZARDOUS MATERIALS LIKE, ELECTRONIC MATERIALS, PLASTIC MATERIALS. ETC PROMOTING PAPERLESS FUNCTIONING.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Teach India 2. E Pravesh 1.Teach india The college initiated a program in association with the Teach India Foundation (of The Times of India Group) and The British Council to conduct a unique Spoken English Certificate Course in the college premises. The college has signed a Memorandum of Understanding (MOU) with the Teach India Group for conducting Spoken English Programs in its premises for a period of 5 years. The initiative which is a dream project of our Managing Trustee Late Shri Kishorbhai Sanghvi. This is also a part of the CSR activity as the program involves people from the neighbouring areas who wish to enhance their spoken English skills. The program is an empowerment initiative as good communication skills in English not only makes a person more

confident but is beneficial for their professional life as well. The first batch was for the students of the college who wished to gain confidence and fluency in the language. The first batch started the program in August, 2019 and completed the program on 25th September, 2019 with 18 students getting their certificates. The second batch was for ladies and housewives, 31 ladies enrolled for the program. The duration of the course was 2 ½ months with lectures of 2 hrs each being held daily. The course commenced on 25 September, 2019 with an enrolment of 30 students,26 ladies earned their certificate after the course. The third batch was for the administrative staff of the college. The date of commencement was November 2019 and 21 staff members enrolled for the program. The program is being conducted under the department of English as a skill building program. 2 E- Pravesh : Admission to the college is to be taken through our learner friendly Online Admission System.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://docs.google.com/document/d/1Q5YC_7wkg1iOy-YVctffXuAHhBWyCSFA/edit?usp=sharing&ouid=10364232495316437187 5&rtpof=true&sd=true

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 aim of our placement cell Pathmaker is to place students in competitively good companies by identifying the knowledge , skills and aptitude matrix of every individual student and creating job profiles for them. Placement cell works in 3 dimensions: Focusing on career counselling, Creating opportunity for Pathmaker as a committee of 60 students across all stream willing to work hard for the students of our college. Helping them to polish their skill and gain fruitful opportunities from the corporate world around the year. 'I lead India' , Entrpreneurial Incubation Cell, is a clarion call that pushes youth to stand up and be counted. CSR Initiative in Covid 19 Times –Students of college opened their heart for providing relief to the villagers in Saphale, Palghar Dahanu region of Maharashtra who were impacted by the Covid-19 pandemic. The institution has distinctly evolved as an outstanding performer in lifelong learning and extension. It has continuously received accolades from the department of lifelong learning and extension (DLLE) of the University of Mumbai for its excellent performance. The college DLLE unit offers PEC (Population Education Club)and develops a sense of commitment for community work. Our institution is a lead college and responsible for training and monitoring seven other colleges under it. The motto of DLLE unit is Reach the Unreach. Various activities of academic social responsibilities are undertaken by DLLE project over the year. Dr. Sujata Dhopte conducted DLLE teachers training for 77 colleges of Mumbai University . Intercollegiate ' Job Fair was organized around 47 colleges and 550 students participated for 20 companies. Our college students are doing exceeding well at intercollegiate cultural events and many students have won prices and trophies at various intercollegiate festivals and state, national events. The college is steadily cruising on its journey to become a top educational institution. This is possible only because of the unflinching support of our dedicated teachers and the entire administrative staff. NCC, NSS Sports,Cultural, Placement Cell etc associations which provide platform to our students. The institute is fully geared up for Online teaching learning process. We have been adopting and utilising the latest technologies and evolving new modes of learning and teaching in higher education to support students' participation and progression across the continuum of education.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. To provide state of the art facilities of physical education and value education. 2. To promote intellectual, ethical and cultural development of the stakeholders for Institutional Quality Improvement. 3. To impart technical and professional education to increase employability and economic development. 4. To organize a Seminar on, "Role of stakeholders and ICT in Institutional Quality Improvement." 5. To increase the use of modern and innovative teaching aids for effective teaching and learning process. Created the MKS HUB for the same. 6. To promote research activities for faculty students through journals and publications. 7. To increase number of books, Research Journals and strengthen e-library. 8. Preparation of Institutional calendar 9. Approaching University to sanction additional division 10. To Organise remedial classes for slow learners 11. Extend infrastructure facilities for ICT. 12. To arrange seminars, workshops and guest lectures for students 13. To celebrate festivals virtually. Example:- Crescendo, Risers and local festivities. 14. Inauguration of all curricular activity clubs by 1st week of august. 15. Clean Green Campus 16. Cloud Based Student Database and documentation. 17. Digital Notice Board for interactive / real-time publication of emergency notices / information to the students 18. Awareness programme on Entrepreneurship for Students by ECELL created with incubation Support 19.Create more Enrichment Programmes of life skills and technical skill.