



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

MALINI KISHOR SANGHVI COLLEGE OF COMMERCE AND ECONOMICS

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

MKS College is adopting inclusive approach of integrated growth through diverse skills for NAAC Third Cycle as ??? ?????? ????????

Having commenced with 37 students on 22nd September 1994, offering B.Com, today we have grown in leaps and bounds with a total enrolment of around 3000 students. Till our first NAAC accreditation in 2009 we acquired (Grade B – CGPA 2.92). Our quest to offer all possible options to students is never ending and the desire to achieve excellence is insatiable. As an outcome we were awarded NAAC reaccreditation (**Grade A-CGPA 3.02**) in (Cycle 2).

Today, apart from M.K.Sanghvi College and R.N. Shah International School, both at Mumbai, Ritambhara Vishva Vidyapeeth (our parent body) has a huge educational and residential complex at Saputara, a hilly and tribal area, in Dist. Dang, Gujrat, This complex houses about 1050 adivasi girls, who are provided free education up to HSC, along with free boarding and lodging. The entire expenditure of this effort is borne by our parent body.

Needless to say, this endeavour has not gone un-noticed and has attracted prominent personalities like honorable ex-President Late Shri A. P. J. Abdul Kalam, Ex-Prime Minister, Shri Atal Bihari Vajpayee, Ex-Defense Minister Shri George Fernandes, Ex-Home Minister Shri L.K. Advani etc. who have visited the Saputara complex, and complimented the commendable and selfless work done by Ritambhara Vishva Vidyapeeth. The Government of India recognized work of our Chairperson Padma Bhushan Smt. Poornimaben Pakvasa by honoring her with the Padma-Bhushan.

We are a Minority-Private- Self Financed (Unaided) College hence our commitment to quality is consistent, the purpose and our objective – granite like. We are offering B.Com, B.Com (Accounting & Finance), B.Com (Banking & Insurance), Bachelor in Management Studies (BMS), Bachelor of Mass Media (BMM) and M.Com (Management), B.COM (Financial Markets), B.Sc. (IT), B.COM (Investment Management). Each year, we are proud to note that we have introduced something new, we have achieved something more and that we can now provide better services to students. It is in this background that we are submitting this Self Study Report for reaccreditation (Cycle 3).

Vision

Vision: To Impart Holistic Knowledge which leads to Global Success.

MKS College contribute to generate and provide the necessary resources for education, touching all aspects of Commerce, Management, Finance and Arts for the youth, to develop sharp and cutting edge programs in Business, Trade and IT, so as to make them capable to face the challenges and opportunities that await them Nationally and Internationally, in offering efficient professional services in their fields, contributing thereby, to the reputation of India as a country of learning, heritage and culture.

The Institution and its management are always open to new ideas and emerging trends in the field of education

and in future we shall never hesitate to open up new avenues for the development of the youth in education or otherwise, wherever a potential is noticed. In the present context, the vision of the college is set to attain the objectives enshrined in the National Policy for Higher Education.

The development of social and emotional skills, as well as values like respect, self-confidence and a sense of belonging, are of the utmost importance to create opportunities for all and advance a shared respect for human dignity. At MKS, we appreciate, respect and promote the perspectives, rights and dignity of all stakeholders.

Mission

Mision: To Endeavor and Strive for the Development of the Youth towards Self-reliance and Success.

To endeavour and strive for the development of the youth towards self-reliance, through value based education, while inculcating a quest for knowledge for self-development and for the empowerment of the society at large.

The assessment period coincides with the biggest threat that humanity has faced over the past few centuries. Our faculty and nonteaching staff made a near seamless switch to digital learning and support services, providing a plethora of blended educational services. We are now contributing and connecting to the community with knowledge sharing webinars.

MKS strives to promote and create a more harmonious and peaceful world through its students who are groomed to be agents of social transformation in keeping with its vision and mission.

The main objective of the institution is to transform the students into well meaning citizens through the socially committed pattern of instructions based on carefully prepared and well designed curricular aspects.

The other objectives include:

To provide the basis, resources and infra-structure in terms of making available all possible fields of study and academic opportunities in the area of Commerce and Management.

To develop rational and scientific faculties in students which help them in tackling the future challenges in business and management, and fosters a professional approach to their thinking.

To add new dimensions to academic pursuits and also encouraging the students, for the enrichment of sports and cultural activities, and a love for the environment.

To instill in students the basic human values, and non-discrimination on the lines of caste, creed or religion, in their life and in their professional dealings.

To update Faculty skills towards promoting overall development of the students.

To imbibe in the youth the spirit of nationalism and service to the society, thereby contributing to the goals of our parent body.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Strengths:

MKS college is regarded as one of the Mumbai's leading academic institutions with excellent location, well maintained physical infrastructure and clean campus.

Proactive, progressive and highly supportive management for the cause of integrated learning.

Qualified and approachable staff – sympathetic and very responsive towards student needs and enjoying good rapport with them. Our faculty regularly attend seminars, publishes papers and are in the forefront of the academic activities of the University of Mumbai and other institutes of higher learning.

Well-developed mentoring system concentrating in the multi dimensional growth and overall development of students.

MKS believe in the empowerment of our students' physical and mental wellbeing, life skills, advocacy and building resilience through engaging them in the extension activities. The college has awarded the Best College award for the community services by the University of Mumbai.

Conscious efforts towards periodical Financial Audit, Academic and Administrative Audit, Gender audit, Energy Audit, Green Audit, Environmental Audit.

Friendly and stress-free work culture.

All admissions are on pure merit. No management quota.

More choice for students to select programs.

Institutional Weakness

We would be oleaginous if we say that there is no chink in MKS's armour. However, many of our weaknesses could be improved to make strengths.

Due to affiliated status, limited scope for design of the curriculum. and syllabus up gradation.

Research Centre for interdisciplinary and community oriented research is not developed yet .

Absence of international students/ faculty,

Unavailability of patents, copyright and trademarks in the field of management.

Efforts should be made to encourage more students to apply and appear in various competitive examinations.

Inadequate Consultancy and Industrial Linkages. The faculty are yet to provide consultancy services and earn consultancy income.

Student- Teacher Ratio as per university norms is beyond the control of College.

One good thing is that we are fully aware of our weaknesses and believe that we are set out on a journey with clear idea of our destination.

Institutional Opportunity

Opportunities:

The Indian higher education today faces unprecedented challenges in the knowledge driven, competitive, global education market. Hence, it is imperative that each institution comes up with its own strategy to remain afloat and prove its worth as a vibrant and relevant presence. Within the constraints of University affiliated system of education, the College faces the challenge of up-gradation of curriculum. Undertaking this risk of inflexibility, the College has taken many innovative, empowering strides to make the students globally acceptable.

In order to address the significant skill-gap that exists between the 'demands' of the industry and the 'supply' by the educational institutions, there is an ample scope to start new add-on courses with more focus on employability.

Financial aid offered by management to take up research acts as a motivator and will encourage more and more teachers to take up research.

Student Mentoring Cell, Faculty Exchange Program and Peer Review of teachers by external faculty offer opportunities at introspection.

Industrial Linkages have become a bit easier due to specialized courses.

Lots of job opportunities for students as Mumbai is a huge commercial capital of India.

Institutional Challenge

Challenges:

To emerge as an Autonomous academic institution of global repute.

To adapt to frequent changes in examination system and procedures.

Encourage more students to take up competitive exams.

Working for the betterment and happiness of Divyangjan.

The college shall initiate foreign collaborations through international student & faculty exchange programmes.

On-campus placements - expectation level yet to be achieved.

The college should strengthen strategic partnership and collaborations with other institutions.

One of the greatest challenges that we and indeed the world is facing today is Covid. Covid-linked restrictions have created a massive upheaval in the way education is delivered and consumed. We embrace this as a worth challenge and have attempted, over the past few months, to create systems and processes that best serve the new needs of our students and stakeholders. Classes have moved online; assessment is being conducted online and even exams are being held online; all of which were thought not possible in India. As a responsive college, we have come together to work to overcome this systemic challenge that we are facing.

We hope that with these inputs of thoughts and ideas, the desire and will at sustainable growth, our institution shall be able to justify itself in providing the best and quality services to the student community.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Malini Kishor Sanghvi College of Commerce and Economics is affiliated to University of Mumbai and hence adheres to the curriculum prescribed by the affiliating University. The institution is following and delivering the curriculum as prescribed by the affiliating University in a well-organized and systematic manner. It fulfils all the requirements as prescribed by the University regarding executing the syllabus in efficient ways, providing students with exposure to cross cutting issues like gender equality, professional ethics, human values, environment and sustainability by the use of project work, case studies, seminars etc.

The College has external experts drawn from industry and senior experienced faculty from other institution in statutory bodies such as IQAC and other academic units of the college.

NGOs are also involved to support the faculty members to gain exposure in areas beyond curriculum.

It has an Annual Academic Calendar, Teaching plan by teachers and Proper timetables. Exams and evaluation is conducted with complete confidentiality and care.

For providing students with experiential learning, industrial visits etc are undertaken.

Many teachers of the college are members of Board of studies, Paper setters, Viva experts, Subject experts and all teachers conduct the evaluation work on behalf of the University.

Most of the class rooms of the Institution are equipped with OHP, Interactive board which help in promoting ICT based teaching methods. Teachers use the ICT facility to deliver the lecture content to the students, which enhances better understanding of the learners.

A Language Lab is set up with the aim to enhance the language skills of the students in the form of effective speech, comprehension, listening and writing skills.

To meet the challenges of Covid-19 and engage online lectures, the college engaged Microsoft Teams platform for effective online delivery mode. The activities include events like Students' orientation, workshops, competitions, conference, seminars and field trips. Annual academic activities like B.K.Sanghvi Memorial Lecture series, Degree Distribution Ceremony, Prize distribution ceremony, Sports Day, Cultural Activities

Industrial visits etc.

Teaching-learning and Evaluation

This criteria caters to teaching-learning process which is very crucial for the all-round development of the student.

This criteria highlights on the aspects of the Average Enrolment percentage, Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy.

Further, it focusses from the institutional point of view i.e how the institution assesses the learning levels of the students, after admission and how it organises special programs for advanced learners and slow learners. The ratio of student and full-time teachers is also determined.

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. are all used for effective teaching-learning process.

Ratio of students to mentor for academic and stress related issues are also dealt with. Further, teacher quality and profile is also examined.

The mechanism which is followed by the institution for internal assessment is transparent and robust in terms of frequency and variety. What mechanism is observed to deal with examination i.e student related grievances is transparent, time-bound and efficient

Also the Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students. What are the attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution.

Research, Innovations and Extension

We are strongly executing,

A bond between the society and the academic community through extension activities.

Through research, collaborations and outreach promote sustainable development and a healthy, inclusive society.

To encourage the University community to engage in effective social interventions and take ethical positions against any type of discrimination.

In order to fulfil various community needs, the College also carried out a number of extension programs. These included adoption of tribal padas, visit to slums, blood donation, green campaign, cleaning of a beach and railway stations, health check-ups, Anti-Tobacco and Anti-Smoking rallies and promotion of Gender Equality.

Several faculty members have presented papers at various International Conferences and published papers in internationally acclaimed Journals.

Infrastructure and Learning Resources

This is an area which we are proud of. We are glad that we enjoy an excellent location and one of the best infrastructures. It is also constantly upgraded and very well maintained.

Though being a private and totally un-aided institution, our management strongly believes that whatever paramount Infrastructure is required, so far as it relates to effective teaching and learning must be arranged for and provided.

The institution has sophisticated classrooms with LCD projector, Wi-Fi and Internet facilities to the students and staff. Institution has a beautiful landscaped Turf. MKS Knowledge Hub, digital learning platform supports blended learning.

The campus is barrier free and Divyangjan-friendly with ramps, wheel chairs, special washroom, tactile path, screen reading software, etc.

The infrastructure of the building is excellent in terms of architectural design with natural landscapes of huge trees all around. The total campus site area is 3.2 acres and total built up area is 1, 21,594 sq. ft. and under CCTV surveillance with round the clock security. The institution has, over the years installed and created adequate physical and other infrastructural facilities in the form of class rooms, laboratories computers, internet etc. to smoothly facilitate the teaching – learning process.

The institution has two spacious, airy, ventilated and well lit libraries with adequate number of text books, reference books, journals, newspapers, magazines etc. with open access and automated MICM NET Solutions software and has subscribed INFLIBNETs' NLIST consortium. Library created MKS Digital Library - D Space, Institutional Repository to store, preserve, distribute and share the digital learning resources.

AMC's (Annual Maintenance Contract) renewed periodically for each and every facility considering better productivity, hygiene and consistency. The institute has well established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Adequate in-house staff is employed to maintain meticulous on-campus hygiene, cleanliness and infrastructure to provide a comfortable learning environment. The premise houses the School Building, College Building and Auditorium.

Student Support and Progression

MKS mould Student Support System,

To facilitate students to attain academic transcendence.

To indoctrinate critical thinking .

To impart life skills like problem solving, adaptability and decision making.

To enhance employability of students.

To generate pro-active, secular and progressive attitude in students to nurture a positive approach to life and society.

Once students are part of our esteemed institution, they are taken care of by providing various facilities in the form of indoor and outdoor sports facilities, encouragement for participation in co-curricular activities.

Deserving students get support through financial assistance from Gardi freeship & scholarship. the college also helps them to benefit from the State and Central Government as well as private sponsored scholarship schemes.

The institution publishes its updated Prospectus which highlights the Programs & facilities available in the college with information about different college committees, Annual Calendar, NSS and WDC, DLLE, associations like Commerce Association, Literary Association, Economics Association, Library facilities, Sports activities, scholarship and free ship support system, Career counselling, and mentoring .

The college publishes its annual magazine “Aakaar” providing a platform for creative writing, which highlights the student’s curricular, co- curricular and extra-curricular activities.

The college distributes prizes and scholarships to motivate the meritorious students. The college also conducts nurture programmes, remedial classes and mentoring for aspiring students and special needs students.

The college has a well-established career counselling & placement cell, for guiding students for career and job opportunities through campus interviews with prospective employers visiting the institution for placement of students in service, retail and other areas.

The college has a Women Development Cell sensitive to the support and care of female students. Students from socially and economically weaker sections of the society and the specially- abled, get fair amount of attention, and financial support through scholarships, remedial coaching, and career counselling. In addition, the institute has granted membership of students in various administrative bodies of the college such as Student Council, WDC, NCC, Anti Ragging, Grievance and Redressal Committee, Magazine Committee and Associations like Commerce, Literary, Economics, Maths and Accounts Associations.

Governance, Leadership and Management

The roots of Ritambhara Vishva Vidyapeeth run very deep. With the blessings of the Father of the nation, Mahatma Gandhiji and Smt. Kasturba Gandhi, A freedom fighter, shining with a luminous aura, ‘Padma Bhushan’ Smt. Poornimaben Pakvasa formed ‘Ritambhara Vishva Vidyapeeth’.

Many dignitaries who heard the noble work done by Ritambhara Vishva Vidyapeeth in nation building; like Prime Ministers late *Shri Morarji Desai*, late *Shri Atal Behari Vajpayee*, *Shri George Fernandes*, President of India late *Shri A.P.J Abdul Kalam*, Religious Guru *Shri Moraribapu*, social workers like *Shri Haribhai Kothari*, Freedom fighter *Smt. Ushaben Mehta* etc. have graced us. They have commended and greatly appreciated the good work done by Ritambhara Vishva Vidyapeeth.

The institutional leadership of our parent body Ritambhara Vishva Vidyapeeth constitute the inherent strengths of the college, upholding the ideals of institutional values and social responsibilities.

The college has adopted decentralized participatory management in academic and administrative activities. Along with faculty members, students are present in all bodies like the College Development Committee, Students Council, IQAC etc. ensuring maximum transparency and efficiency in governance. The views and suggestions of the stakeholders are considered in planning, effective decision making and formulating policies.

The college practices E-Governance in all possible areas of administration and academics, such as innovative teaching learning process, institutionalizing skill based programmes, admissions, library, examinations. Various statutory and non-statutory committees assist in effective functioning of the college.

The college has a number of welfare measures for the benefit of teaching and non-teaching faculty members. The college provides exceptional student support system that takes care of students from the date of joining till the date of completion of the programme.

IQAC regularly encourages the faculty members to adopt new and innovative approaches using ICT tools. IQAC organizes seminars, workshops and faculty development programmes with an aim to enhance quality in education.

Institutional Values and Best Practices

Inclusiveness, integration, equity and harmony are the corner stones of the administrative and academic vision of the College. A well outlined, monitored and implemented ethical policy ensure Equality of opportunities, human dignity and justice to all the students and staff for their individual development irrespective of the background, gender, cultural or socio-economic identity and status.

Names of the two institutional Best Practices:

1. An Initiative towards the Holistic Development of Students: By nurturing different intelligences, ranging from social, emotional, spiritual and environmental, the college opens gateways to discover the hidden aspects of oneself.
2. An Initiative towards Quality Management: The Quest for Excellence goes hand in hand with the internal quality improvement process of the college in terms of standardization, relevance, satisfaction and transformation. In view of the changing scenario in higher education with NEP, we at MKS college have been continually laying emphasis on excellence in the form of capacity Building, enhanced infrastructure and innovative Teaching,

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MALINI KISHOR SANGHVI COLLEGE OF COMMERCE AND ECONOMICS
Address	Ritambhra Vishva Vidyapeeth Jitendra Mafatlal Knowledgescape Nirmaladevi Arunkumar Ahuja Marg J.V.P.D. Scheme, Juhu Vile-Parle (West)
City	Mumbai
State	Maharashtra
Pin	4000049
Website	www.mkcollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Keshav N. Ghorude	022-26241751	9867900766	022-2620443 5	mksanghvicollege@gmail.com
IQAC / CIQA coordinator	Sujata J. Dhopte	022-26239755	9819758961	-	sujata.dhopte@mkcollege.edu.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Status.pdf
If Yes, Specify minority status	
Religious	
Linguistic	Gujarati Linguistic Minority
Any Other	

Establishment Details				
Date of establishment of the college	05-10-1994			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	University of Mumbai	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ritambhra Vishva Vidyapeeth Jitendra Mafatlal Knowledgescape Nirmaladevi Arunkumar Ahuja Marg J.V.P.D. Scheme, Juhu Vile-Parle (West)	Urban	3.2	11300

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	H.S.C. or Equivalent	English	72	71
UG	BCom,Commerce	36	H.S.C. or Equivalent	English	720	318
UG	BCom,Commerce	36	H.S.C. or Equivalent	English	72	31
UG	BCom,Commerce	36	H.S.C. or Equivalent	English	60	31
UG	BMS,Commerce	36	H.S.C. or Equivalent	English	204	204
UG	BCom,Commerce	36	H.S.C. or Equivalent	English	72	72
UG	BA,Arts	36	H.S.C. or Equivalent	English	132	90
UG	BSc,Science	36	H.S.C. or Equivalent	English	60	25
PG	MCom,Commerce	24	Graduation or Equivalent	English	80	32

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				8				22			
Recruited	1	0	0	1	6	2	0	8	11	11	0	22
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				47
Recruited	36	11	0	47
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	2	0	1	2	0	6
M.Phil.	0	0	0	0	1	0	2	1	0	4
PG	0	0	0	2	3	0	8	8	0	21

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		1	3	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1621	0	1	1	1623
	Female	885	0	0	1	886
	Others	0	0	0	0	0
PG	Male	34	0	0	0	34
	Female	18	0	0	0	18
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	3	2	6	16
	Female	1	3	3	10
	Others	0	0	0	0
ST	Male	0	0	0	2
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	6	9	29
	Female	1	2	2	15
	Others	0	0	0	0
General	Male	1041	1129	908	733
	Female	550	616	508	463
	Others	0	0	0	0
Others	Male	768	773	908	1071
	Female	411	422	551	636
	Others	0	0	0	0
Total		2775	2953	2895	2975

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	For successful implementation of the NEP, MKS has a vision to create stakeholder incentives; formulate instruments in the form of legal, policy, regulatory and institutional mechanisms; build reliable information repositories; develop credibility through transparent actions and participation of all stakeholders; and develop sound principles of management.
2. Academic bank of credits (ABC):	College Admission Committee 'EPRAVESH' is creating awareness among the students about National Academic Depository. EPRAVESH believes in digital transformation and paperless transactions. As a result, many students have started

	storing their academic certificates, marksheets with Digilocker NAD.
3. Skill development:	MKS College has arranged 02 training sessions for the faculty, addressed by Former Registrar University of Mumbai Prof Venkatramani about 'Awareness about NEP-2020 & NAAC Accreditation & Assessment process' to sustain quality standards of the institution.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The Mentoring Cell of M.K.Sanghvi College of Commerce and Economics is conducting weekly sessions Online on Value education through scriptures and various philosophies. Sessions are conducted for Living life values through Buddhism, Bible, Bhagwat Gita, Ramcharitmanas and Upanishads.
5. Focus on Outcome based education (OBE):	At MKS, based on stakeholder feedback and consultation with experts, the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all programmes are developed in a framework of: Knowledge (domain specific and technical knowledge) Skills/Competencies (domain-specific, technical and English), and Socially responsible and Ethical behavior. student-centric teaching and learning methodology of educational program based on a set of outcomes. The outcome based education system has proven as a measure of learning outcomes and at the same time enabling students to develop new skills that prepare them for better career opportunities.
6. Distance education/online education:	Instructional practice that makes effective use of technology at MKS encompasses the application of a whole spectrum of blended and virtual learning. MKS Knowledge Hub is our own holistic agile education ecosystem, that seamlessly integrates, in-person class room training, virtual learning and cloud based learning management system. MKS Knowledge Hub, the digital learning platform is based on Microsoft Teams Technology. We have contributed to Open Education Resources for Micro Economics, Macro Economics and Soft Skills in collaboration with Mumbai University on Wikieducator.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
340	340	340	328	315
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	9	9	9

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2775	2953	2890	2969	3392
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	37	46

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
119	67	114	114	126

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
32	38	36	36	34

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
31	38	36	36	34

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 34

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
552.4953	512.0129	482.8531	459.2273	536.2555

4.3

Number of Computers

Response: 108

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Response:

- Malini Kishor Sanghvi College of Commerce and Economics is affiliated to University of Mumbai and hence adheres to the curriculum prescribed by the affiliating University.
- Faculty Members of the College are associated with the University in various academic activities and hence they contribute to curriculum framing at university level.
- The College has external experts drawn from industry and senior experienced faculty from other institution in statutory bodies such as IQAC and other academic units of the college.
- NGOs are also involved to support the faculty members to gain exposure in areas beyond curriculum.
- The college follows the sequence as under for academic planning.

Wherever there is a lack of effectiveness (a rare occurrence in our college) the concerned faculty members are advised to overcome the deficiency by taking appropriate measures.

Individual faculty members ? HOD ? IQAC ? CDC ? Governing Council ? Website

Every faculty member prepares a teaching plan for the subjects allotted to him / her and submits to HOD. HODs convene the meeting of their respective department and discuss the teaching plan of all the faculty members of their department. HODs prepares a consolidated reports of respective departments and submits to IQAC. IQAC prepares the consolidated academic plan for the entire HEI and places before College Development Committee (CDC), and apex recommendatory body of the HEI. CDC prepares the budget for the implementation of teaching plan and monitors through IQAC, the adherence of faculty members to the academic plan. The discussion and the resolutions are included in the minutes of the meeting as a process of documentation. The documentation of the process can be verified from the minutes of the meetings of various bodies. The effectiveness of curriculum delivery is assessed through feedback from students. This feedback is analyzed by respective departments and report is submitted to IQAC, which in turn prepares the consolidated report and presents it before CDC.

File Description	Document
Upload Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:**Response:**

- Faculty members of every department contributes his / her part of academic calendar at the department level and submitted to the HODs.
- The HODs prepare the consolidated academic calendar for the department and submits the same to IQAC.
- IQAC prepares the consolidated academic calendar for the HEI and submits to CDC.
- The academic calendar, prepared by IQAC contains all details of Curricular, Co-Curricular and Extra Curricular activities.
- The academic calendar also contains examinations schedule including internal examinations and semester end examinations.
- The academic calendar also indicates the probable dates of declaration of results, schedule for redressal of examination related grievances and the subsequent admission process to higher semesters.
- IQAC through the HODs monitor the adherence of academic calendar periodically.

The IQAC report presented before the CDC has details of various measures taken to ensure the adherence to the academic calendar.

File Description	Document
Upload Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**Response:** 100**1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.****Response:** 09

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years**Response:** 22**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	5	4	4	5

File Description	Document
List of Add on /Certificate programs	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**Response:** 1.66**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
14	83	92	28	29

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

Response:

- There are 48 Courses (Approx. 225 modules) integrating the crosscutting issues

Issue	Program	Sr	Course	credits	Total credits
Professional Ethics	Master of Commerce	1	Business Ethics CSR	1.5	3
		2	Research Methodology	1	6
	Bachelor of Commerce	3	Advertising	0.25	3
		4	Business Communication	0.75	3
	Bachelor of Management Studies	5	Ethics Governance	1	2
		6	Corporate Communication	1	4
	Bachelor of Arts in Multimedia & Mass Communication	7	7	Media law	1
8			Ethics		

		8	Legal environment Advertising Ethics	2	4	
		9	Corporate Communication & PR	1	4	
	Bachelor of Financial Markets	10	Business Ethics Corporate Governance	2	4	
	Bachelor of Banking & Insurance	11	Business Ethics and corporate Governance	1.5	3	
		12	Business Law	1	3	
	Bachelor of Investment Management	13	Business Ethics	3	3	
	Bachelor of Commerce Accounting & Finance	14	Business Communication	0.75	3	
	Bachelor of Science (Information Technology)	15	Communication Skills	0.5	2	
Gender Issues	Bachelor of Commerce	1	Foundation Course-I	0.25	2	
	Bachelor of Management Studies	2	Foundation Course-I	0.25	2	
	Bachelor of Arts in Multimedia & Mass Communication	3	Contemporary issues	0.25	4	

		4	Foundation Course-I	0.25	2	
		5	Media Gender & Culture	0.75	3	
	Bachelor of Financial Markets	6	Foundation Course-I	0.25	2	
	Bachelor of banking & Insurance	7	Foundation Course-I	0.25	2	
	Bachelor of Investment Management	8	Foundation Course-I	0.25	2	
	Bachelor of Commerce Accounting & Finance	9	Foundation Course-I	0.25	2	
Human values	Bachelor of Commerce	1	Foundation course -II	0.25	2	
	Bachelor of Management Studies	2	Foundation course -II	0.25	2	
	Bachelor of Arts in Multimedia & Mass Communication	3	Foundation course -II	0.25	2	
	Bachelor of Financial Markets	4	Foundation course -II	0.25	2	

	Bachelor of Banking & Insurance	5	Foundation course -II	0.25	2	
	Bachelor of Investment Management	6	Foundation course -II	0.25	3	
	Bachelor of Commerce Accounting & Finance	7	Foundation course -II	0.25	2	
Environment & Sustainability	Master of Commerce	1	Marketing Strategy	0.5	6	
	Bachelor of Commerce	2	Foundation course -II	0.25	2	
		3	Environmental Studies	3	3	
		4	Business Economics III	0.25	3	
		5	Business Economics IV	0.25	3	
		6	Advertising	0.25	3	
		7	Marketing	0.25	3	
	Bachelor of Management Studies	8	Foundation course - II F.C.	0.25	2	
		9	Environmental management	2	2	
	Bachelor of Arts in Multimedia & Mass Communication	10	Foundation course - II	0.25	2	
		11	Contemporary issues	1	4	

	Bachelor of Financial Markets	12	Foundation course	0.25	2
		13	Environmental science	3	3
	Bachelor of banking & Insurance	14	Foundation course -II	0.25	2
	Bachelor of Investment Management	15	Foundation course -II	0.25	3
	Bachelor of Commerce Accounting & Finance	16	Foundation course -II	0.25	2
	Bachelor of Science (Information Technology)	(17	Green Computing	2	2
	Total	48	Total	37	134

File Description	Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 20.51

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
86	74	64	62	56

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)	
Response: 77.44	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 2149	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni	
Response: A. All of the above	
File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:
<ol style="list-style-type: none"> 1.Feedback collected, analysed and action taken and feedback available on website 2.Feedback collected, analysed and action has been taken 3.Feedback collected and analysed 4.Feedback collected 5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website	
File Description	Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 93.71

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2768	2953	2890	2969	3382

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3233	3111	3048	3186	3382

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 40

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	37	46

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Response:

The College is adopting 3 tier strategy:

1. Identification of students' learning levels to separate the advanced learners from the slow learners.

2. Remedial Measures to improve Slow learners.

Steps taken to motivate Advanced learners.

3. Impact Analysis

1. The students' learning levels are recognized and classified based on their learning capabilities. Thus, at the time of admission of students at the degree level courses the information submitted by them helps the college to categorize their learning abilities into

1. Advanced learners (O and A+ grade),
2. Average (A , B+, B and C grade)
3. Slow learners (D grade and ATKT).

- Students with learning disabilities are required to submit certificates at the time of admissions for the requisite concessions at the university level.
- The rank holders, students with accolade or exceptional merit records may be one of the ways to identify the advanced learners.
- During regular lectures the teachers can categorize advanced and slow learners based on the judgment of group discussions, debates, presentations, projects, internal assessments and semester end examinations.

2. Based on these identification methods, as per the guidelines of IQAC, the following steps are undertaken:

- **Without any discrimination regular lectures are communicated to all students in an effective way.**
- **'Gyan Setu'** a bridge program is conducted specially for students from other states and those from vernacular medium to comfort them and to orient them to the culture of the organization.
- At the beginning of every academic year an **Orientation programme** is undertaken.
- **In-house counselor.**
- **'Best Student Award'** is given to the most deserving male and female student.
- Even the students with **Learning Disabilities** are considered and have been awarded in the past.

- The students are motivated to make their contribution for the annual college magazine, '**Aakaar-Shaping the Future**' and **Studio V Design**.
- At the convocation ceremony, the college honors the **third year overall 3 toppers** from each course with *gold, silver and bronze medals*.

For Slow Learners:

- Numerous tutorials, practical and remedial lectures are held for subjects like mathematics, IT and accountancy for slow learners so that they are able to understand the basics and concepts better.
- Various committees are formed at the college in order to facilitate the students to participate in various cultural and other events and competitions for their advancement and help them to showcase their hidden talents specially those who are not academically strong but possess the other skills.
- The college also arranges Parent-Teacher meetings to communicate the performance and attendance of students to the parents.

For Advanced Learners

- The advanced learners are motivated to use the library resources by awarding **Scholar Card**.
- They are also motivated to participate in quiz competitions, seminars, debates, group discussions, workshops & study tours..
- **Career counseling sessions**.

3. Impact Analysis:

It is observed that such classes have a positive impact on the performance of the students. It is also observed that the confidence of the students is boosted up at the end of the sessions. This is reflected in the result analysis of the final exams.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 86.72

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Response:

Response:

Experiential Learning:

- **Presentation-** The students are assigned a topic by the subject teacher e.g a finance student is presented a finance topic whereas a marketing student is assigned a marketing related topic. The student presents the topic allotted to him under the guidance of the faculty. Thus, he gains in the experiential learning.
- **Field study/Study visit-** The students are taken for one day trip to most splendid organizations of Mumbai like Bombay Stock Exchange (BSE), SEBI, RBI, ISME, MAAC, Pearl Academy Field Trip to the Shemaroo Institute of Film & Technology to show them the practical functioning and working of the organization.
- **Industrial Visit-** Industrial visits are organized every year to various well-known destinations of India like Mahabalipuram-Pondicherry-Chennai (famous of Hotel Industry, Travel and Tourism Industry, It Industry), Amritsar-Dalhousie-Chandigarh (famous for Hotel, Travel and Tourism, various manufacturing industries, cottage industries), Bengaluru-Ooty-Kodaikanal-Mysore (famous for Hotel, Travel and Tourism, Indian Spices Industries etc.), Delhi-Haridwar-Rishikesh-Mussoorie-Dehradun (famous for Hotel, Travel and Tourism, Various manufacturing industries, cottage industries, woollen garments industries) etc to endeavour the holistic understanding of management techniques and production systems in all parameters and to give them practical exposure in their area of specialization.
- **Seminars/Webinars-** Various seminars and webinars are organized on topics like 'Management Mantras for the Globalized World', 'Investure'18', 'Rating Analyst Way We Work', 'Entrepreneurship How to get the next big start-up idea', 'Integrated Marketing with special reference to Digital Marketing', speakers from the corporate world are invited to share their expertise.
- **Research projects-** the students also undertake research based projects in order to develop their research aptitude.
- **Group assignments or projects/Social Awareness Camps-** such projects teach the students about team spirit, collaborative learning which definitely improves their soft skills. Various blood camps, dowry camps, beach cleaning drives are initiated to make them socially aware.
- **Internships-** Students take up summer internships during their course wherein they learn practical industry related skills which leads to enhancement of their professional skills.
- **Guest lectures/ Workshops-** Various guest lectures and workshops are conducted wherein various academicians, media persons and experts from corporates are invited as guest speakers. Several current topics related to finance, marketing, technology, media are covered by these experts which reduces the gap between the corporate and campus.

Participative Learning:

- **College Fest (Event Management)/ Cultural Competition/ College Festivals-** The fest and activities familiarizes the students with event management skills and acquaints them with the fundamental principles of management namely, planning, coordination, decision-making, leadership qualities, team spirit, commitment, tolerance and many more qualities.

- **Debates-** This is also a form of participative learning wherein the students can improvise on their presentation and idea generation skills.

Problem Solving Methodologies:

- **Tutorials/Practicals** - For subjects like mathematics, accountancy, information technology tutorials are arranged.
- **Current Affairs-** Discussions with students related to current affairs raises their awareness level and helps them to keep themselves updated.
- **Case Studies-** This increases student participation and also develops their problem solving skills.

File Description	Document
Upload any additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Response:

MKS encourages intensive use of ICT enabled tools including online resources for effective teaching and learning process. The use of ICT in teaching is well accepted and liked by the learners.

1. **MKS Knowledge Hub**, the online learning environment, a Next-Gen LMS platform, based on Microsoft teams is empowering Learning & Development.
2. **MKS Monitoring & Evaluation (M&E) System** is effectively executed for assessment and evaluation. Automated Question Bank System enriches our technology based academic system.
3. **MKS EPRAVESH** is a leading curriculum management framework, built with a complete end-to-end platform for LMS solutions and framework for online admissions.
4. **The indigenous MKS platform** is instrumental in developing cloud-based Institution Management Systems (IMS), Web portals, and online Feedback System.
5. **The classrooms are ICT enabled with** Multimedia Projectors, Public address system, Computers, Laptops, LAN connected system ,I-Pad are also used by the faculty.
6. **Various ICT tools** are being used by the teachers to make the teaching-learning process more effective.
7. To improve the efficacy of teaching-learning process teachers teach through PowerPoint presentations

enabled with animations and simulations.

8. Also audio-visual clips, short films are shown to students for clarity and better understanding of the concepts. Online quizzes are also being conducted.

9. The college enjoys technologically enabled and inclusive infrastructure including a well-equipped library, which makes it possible for the students to participate in a modern teaching-learning process. The college library has **N-List of INFLIBNET Centre** which provides **E-resources through Consortium**, which enables the users to use selected resources including e-journals and e-books.

10. The college campus is enabled with **Wi-Fi connection**.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 92.5

2.3.3.1 Number of mentors

Response: 30

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100.65

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 15.38

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	7	3	3

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 13.91

2.4.3.1 Total experience of full-time teachers

Response: 445

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Response:

The internal assessment of the college for both internals and semester end exams is transparent, flexible and robust and as per the guidelines given by the Mumbai University. Both the external and internal examinations (75:25 pattern) for all courses are handled by the examination committee which comprises of the Convenor and members. The students are updated about the examination process during First Year Orientation programme by all the courses coordinators.

The following practices are maintained for internal and semester end examination:

- Time table and seating arrangement for the examination are displayed on the notice board of respective courses well in advance.
- As far as internal examination is concerned, the syllabus for the same is as per the discretion of the subject teacher but semester end examination is based on entire syllabus.
- Setting of question paper is done as per paper pattern given by the university.
- 3 set of question papers are set by the respective subject teacher and handed over in a sealed envelope to the respective course coordinator.
- The question paper is randomly selected by the authority.
- Printing of the question paper is done in-house.
- The printed question papers are masked and kept in examination cupboard which is then sealed.
- Examination date wise supervision duty chart is prepared and the teachers are informed accordingly.
- For learning disability students separate seating arrangement is done and extra time is provided to them as per the university guidelines.
- Attendance of the student is properly maintained during the entire examination.
- The Unfair Mean Committee undertakes the required investigation and action if any unfair activity of the student is reported.
- All classrooms are under continuous CCTV surveillance.
- The examination committee defines the deadline for the assessment of the answer sheets.
- The evaluation of a student is objective and marking scheme is prepared for all evaluators to ensure uniformity in assessment.
- The teachers hand over the verified marksheets to the respective course coordinator.
- The examination convener verifies the final result and the result is send for printing.
- Moderation of the answer papers is carried out as per the guidelines of the University.
- External experienced teachers are called from other colleges.
- The students can verify the answer papers by applying for photo copy of assessed books or even by applying for re-valuation of the answer papers after paying the nominal fee.
- For some subjects instead of internal written examination, assignment, presentations, projects are given as per the programme structure.
- The project topics, assignments and presentations are assigned to students on the basis of students' capacity and to bring out the best in them as per their intellectual capacity.

Frequency of the examination:

- All internal, re-internal, practical, semester end and additional examinations are held once in each

semester.

- Project evaluation is done as per the course program structure.
- Medical / additional examinations are conducted for eligible students as per university guidelines.
- Further, all practical examinations, internal evaluation of presentations, assignments and projects for internal examination are carried out by the individual departments as per university guidelines

File Description	Document
Any additional information	View Document

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

Response:

The grievances relating to internal assessment is transparent, efficient and time bound.

- The internal assessment are so designed so as to test the knowledge of the student in mid-semester.
- For internal assessment the project topics, assignments and presentations are assigned to students on the basis of students' capacity specially keeping in mind the slow learners and to bring out the best in them as per their intellectual capacity.
- Additional exams for semester end are held for those students who had any medical emergency or issues and are unable to give the exams.
- Also, certain special issue cases are also allowed to appear for these medical / additional examinations at the discretion of the principal.
- Such students by giving a valid certificate can appear for medical/additional exams.
- If the student has any grievance related to marks he can verify the answer papers by applying for photo copy of assessed books or even by applying for re-valuation of the answer papers.
- Re-valuation of the answer papers is carried out as per the guidelines of the University.
- External experienced teachers are called from other colleges are called for revaluation.
- The re-valued result is displayed on the notice board.
- The Unfair Mean Committee undertakes the required investigation and action if any unfair activity of the student is reported.
- Such students who are reported under unfair activity are given fair chance to be heard and justify themselves.
- If the student is found guilty by the Unfair Means Committee then a copy case is registered and the student need to pay penalty and appear for ATKT exams.
- If the student is not reported guilty then this answer sheet is assessed.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Response:

Programme Outcomes and Course Outcomes:

- During regular Lectures, Students are made aware of the Program Outcome (POs) / Course Outcome (COs), which are prescribed by the University of Mumbai.
- These POs and COs are also available at University website, students are also asked to go through the same.
- The Programme outcome also exhibit a clear picture of employability, practicality, skill enhancement and entrepreneurship prospects of the course.
- The Course Outcome clearly brings out what students are expected after completing the particular course.
- The Course Outcomes (COs) signifies the knowledge and proficiency that the students achieve at the end of the course.
- Further, the outcomes are advantageous in understanding the various issues relating to gender sensitivity, environment, human values and professional ethics.
- Programme Outcomes make selection of a programme easier for the student according to his interest and inclination and helps him in selection of a career which is best suited to him.
- It enhances critical thinking of the students, so that their contextual knowledge can be examined.
- The communication skills of the student is also improved.
- The various Program Outcomes is to analyse the business issues and actions that impact on the environment and its sustainability.
-
- The faculties also attend workshops, seminars regarding syllabus revision and other related topics to make the course component more relevant.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**Response:****Response:****Attainment of Course Outcomes**

Course outcomes (CO) describe what students are able to demonstrate in terms of knowledge and values upon completion of a course. At the end of each course, the PO/PSO assessment is done from the CO attainment of all curriculum components. Each course has defined set of course outcomes and corresponding evaluation criteria. The course outcomes are mapped to the program outcomes which are used to provide the quantitative measurement of how well the program outcomes are achieved. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the program coordinator in consultation with other faculty members. For each course, the level of attainment of each CO is compared with the predefined targets, and if not attained, the course coordinator takes necessary steps for the improvement to reach the target. If the performance criterion is not reached, then faculty suggests for the improvement to attain the same.

Attainment of Program Outcomes and Program Specific Outcomes:

Through the Graduate Attributes (GAs), MKS aim at empowering students holistically by enabling them to develop academic, professional, social and ethical competencies.

Outcome-based Education: MKS College adopted Outcome-based Education (OBE) in 2016 to further improve its quality of education. All the courses which contribute to the PO are identified and these courses are evaluated through the Course Outcomes using direct assessment tools (Internal and External exam results). The results of the direct assessment of the courses are obtained through micro analysis of the courses and analysed with the set bench mark to calculate the number of students performed to the expected level. Program Outcomes and Program Specific Outcomes are mapped to Course Outcomes.

A performance criterion is set for all the COs. After the assessment of the POs, the overall results from the assessments of the PO are compared with the expected attainment. If the expected attainment level is reached, the PO is considered satisfied.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 86.45

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

2020-21	2019-20	2018-19	2017-18	2016-17
959	857	687	794	783

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

2020-21	2019-20	2018-19	2017-18	2016-17
999	880	829	962	1066

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.35

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 13.41

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.50	9.30	0.36	1.25	2.00

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 6.25

3.1.2.1 Number of teachers recognized as research guides

Response: 2

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	7	7	7

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

Response:

MKS Ecosystem for Innovations

TEACH INDIA:- MKS College in collaboration with Times of India initiated Spoken English Certificate course too enhance the English speaking Skills of the Participants, to develop fluency in Spoken English, to instil confidence in using English Language, to improve pronunciation and intonations. The course follows a unique and effective methodology which includes fun and activities which focus on the usage of the language. The course is being conducted by specially trained and experienced teachers from the Teach India Program and this is a golden opportunity for the students to improve their confidence in the English language usage.

VDESIGN- It is an online digital studio for talented photographers, painters and sketchers of our college, we showcase beautifully captured photographs of flowers, plants, sunrise, sunset, minimalism, vehicles, cityscape, white and black and architecture.

INCUBATION CELL- I Lead India -MKS college is a complete ecosystem fostering the culture of self-employment and innovation while providing training to the students. To provide a platform for budding entrepreneurs to pitch their ideas and connect them with potential investors to build a successful start-up.

FILM CLUB- The purpose of this club is practically hands on lenses through guidance of Film Makers, Producers, Directors, and Editors. The activities carried out by the Movie Club will encourage students to

develop a different perception towards films.

INSTITUTE'S INNOVATION COUNCIL-

MUMBAI KI HODI- Innovative Social Campaign for Road Safety from Colaba to Virar –56 colleges participated from Mumbai under lead College M.K.Sanghvi.

LIBRARY- MKS library has a well-stocked library covering all domain of Commerce & Economics with specific emphasis on banking, insurance, investment, finance, accountancy, management, mass media, communication & information technology etc. Library is partially automated with MICM NET Solution software and barcode for computerised circulation and OPAC through thin line server connection.

Every year library has organised various programmes for the students and faculties, for this year in covid-19 pandemic situation library has accept this challenge to organise programmes through online mode and got wonderful response from the audience.

MKS KNOWLEDGE HUB- Learning which is accompanied by technology or by instructional practice that makes effective use of technology at MKS. It encompasses the application of a whole spectrum of practices, including blended and virtual learning.

File Description	Document
Upload any additional information	View Document

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

Response: 155

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	37	37	21	50

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years**Response:** 2.33**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 7

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 3

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response:** 0.91**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	10	7	5

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 3.3**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5	24	24	28	35

File Description	Document
List books and chapters edited volumes/ books published	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Response:

The college is sensitive to the needs of the society and endeavours to bring about a positive impact in the neighbouring areas through student engagement. The college has three programs that specifically focus towards the extension and outreach activities- Department of Life Long Learning & Extension (DLLE), National Service Scheme (NSS) and National Cadet Corps (NCC).

The involvement in community services has led to the holistic development of students enabling them to be socially responsible citizens. The DLLE and NSS cell takes students to places like orphanages, old age homes, homes for disabled etc. The students also take up voluntary teaching in the orphanages and assist at old age homes. NCC The college has girls wing NCC and boys wing NCC and takes up activities like flag day, march past for various celebrations, tree plantation, participating in many marathons, organizing adventure sports like rappelling and river crossing.

The NSS has a tie up with the BSES Hospital and routinely organizes blood donation camps. It has association with the Rotary Club for conducting workshops and seminars like leadership building. It organizes a 7 day camp in the nearby Fisher Community Mora Village, Adivasi Padas like Bordi, District Thane, with dedicated services for villages cleanliness, creating awareness about health, hygiene, nutrition, girl's education, anti-dowry campaigns, water conservation, tree plantation, use of toilets.

Students visit local schools and make the students understand the value of education, the dangers of drug addiction and interact peer to peer with them.

Every year NSS and DLLE students participate in awareness projects like Cancer Awareness, Rain Water Harvesting and so on.

To build the confidence of the women in the area, the college conducts English speaking courses for the persons of the neighbourhood in association with the Teach India Program with collaboration of Times of IndiaGroup and British Council.

The college campus reduced usage of plastic in a big way. Plastic bags and Plastic files are not allowed within the campus. The students are also made aware to reduce their carbon footprint by using public transport, bicycles and green fuels.

The college has created a green wall within the campus which is maintained by the students of a Nature Club.

The college organises camps for staff and students with Pathological Lab to conduct Blood tests (For Diabetes, Anaemia, Creatinine, Cholesterol, Thyroid etc.), Blood Pressure monitoring, Height & Weight Monitoring for students and staff.

The saplings planted by the college students on the road connecting the college have grown into full-fledged blooming trees making college road shady and beautiful.

Awareness about Jan Dhan Yojna of PM and various Pension schemes, importance of casting votes are created in the people.

File Description	Document
Upload any additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 86

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
10	17	31	17	11

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC,

Government and Government recognised bodies during the last five years**Response:** 272**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
39	61	50	60	62

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**Response:** 59.6**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1487	1921	1668	1977	1868

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/**

internship per year**Response: 28****3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6	8	3	4	7

File Description**Document**

Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship

[View Document](#)

Any additional information

[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**Response: 31****3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
8	10	5	4	4

File Description**Document**

e-Copies of the MoUs with institution/ industry/corporate houses

[View Document](#)

Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years

[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Response:

The gist of facilities for optimising the teaching learning transactions are:

The Institution's Building

Total Campus Built-up Area of college is 11300.58 Sq. Metre. (Total Campus Area of 12958.00 Sq. Metre) and it houses a three storey structure.

Particulars	Total Carpet Area in Sq. ft.
Principal Office	420.86
Vice Principal Room	125.78
Administrative Office	1724.41
Seminar Hall	1829
Computer Laboratory	2144.63
Library	4014.59
PPT Room	449.89
Class Room (01)	1109.19
Class Rooms (14)	Around 900
Class Rooms(05)	Around 700
Class Rooms (04)	Around 600
Class Room (01)	597.39
Class Rooms (05)	Around 400
Class Rooms (02)	Around 300
Ladies Wash Rooms (05)	Between 39 & 370
Gents Wash Rooms (04)	Between 140 to 173

Class Rooms

32 with ICT (LAN/Wi-Fi) facility

High speed free **Wi-Fi** connectivity is available in the campus.

Staff Rooms

03 equipped with ICT facilities for academic pursuits. The ground floor staff room is equipped with a “Teachers’ Academic Corner” and a room to have one to one teacher student interactions.

Computer Laboratory

With 108 computers having latest licensed software and LAN connectivity along with printers connected to the server.

Used by all faculties for online assessment /moderation/ revaluation under the Centralized Assessment Program (CAP) of University of Mumbai. Also used for online admission work.

Presentation Room

Equipped with a projector and screen with seating capacity of around 60.

Library

Two spacious, airy, ventilated and well-lit libraries with adequate number of books, journals, newspapers, magazines etc. automated with MICM NET Solutions software and have subscribed INFLIBNETs’ NLIST consortium. The Central library on the ground floor has a seating capacity of around 220 with a Reading hall , Teachers’ Corner, ‘E-Corner’ having eight computers, Librarian’s desk for reference and referral service. The departmental library on the third floor for professional courses with seating capacity of 28 students. Library created MKS Digital Library - D Space, Institutional Repository to store, preserve, distribute and share the digital learning resources.

Seminar Hall cum Dhyana Room

With a seating capacity of around 200 people is used for guest lectures, seminars etc.

Auditorium

Located on the first floor in the adjoining building of the college with a comfortable seating capacity of 600 used for various events.

Solar Panel

Installed roof topped solar panel with 303.3 KW elevated structure and additional 13.8 KW capacity with PV technology, crystalline module since 2019.

Medical Facilities and Hospital

First Aid Box and on Call Doctor for handling onsite medical emergency is available. The Institution has a tie up with Bharatiya Aarogya Nidhi Hospital for any medical emergencies. 25 oxygen bed Covid care centre with three wards for needy patients.

Reprographic Facility

With stationery materials.

Canteen:

Serves hygienic and wholesome vegetarian food.

Other Facilities: Girls Common room, Cultural room, Counselling room, DLLE/ WDC/NCC/ NSS room, facilities for drinking water, Wash Rooms including a wash room specially for Divyangjan sanitary napkin dispensing machine in ladies wash rooms, Suggestion Box and CCTV.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:**Response:**

The institution has adequate facilities for cultural, sports, games etc. as mentioned below:

- Cultural activities**The institution has an elegantly panelled air conditioned Auditorium and spacious stilt area, well-equipped air conditioned Seminar hall and its extended open area, Cultural

committee room and spacious well-lit lobby on all three floors which are liberally utilized for cultural events like Annual Festival, CRESCENDO, Risers, Annual Prize Distribution, Graduation Degree Distribution, Ceremony, Hobby Exhibition are used by students to practice dance, street plays, rangoli and mehndi competitions and other such programs.

2. **Sports** -The institution has an ultra-modern artificial turf constructed in its campus for students where outdoor games like Volleyball, football, cricket, badminton, etc. and athletic events are played and practiced or can be held or hosted. The Turf is also used to organize Sports Day events with competitions conducted in the interdepartmental level and the winners are awarded and rewarded accordingly. The spacious stilt area and open area near the entrance are also used to hold sports competitions. Also, the institution has an understanding with a charitable organization, to whom the Municipal Corporation has allowed to maintain and rent a ground, which is hired by the institution for holding events like Cricket and football. The institution provides a spacious gymkhana as well as classrooms where indoor games like Table tennis, Chess, Carom etc. can be practiced.

3. **Gymkhana,**

4. **Gymnasium (Gym Fitness Centre) &**

5. **Ultra-Modern Turf**

The institution has an air-conditioned Gym Fitness Centre for students and staff with most modern equipment like electronic treadmill and other equipment like Elliptical Cycle, Power Lifting and Weight Lifting Sets and Recumbent bike Cycle, Weighing Machine etc.

Well- equipped Gymkhana with facility to play indoor games like Chess, Table tennis, Carom etc., Students practice various sports in the Gymkhana and Turf to participate in inter-collegiate, inter-university, State, National, and International level competitions.

In the silver jubilee celebration year NCC unit organised one day camp of adventure activities like rappelling and river crossing with the help of rope connecting terraces of college and school building over the turf area.

The college physical instructors regularly train the students in various outdoor games such as Javelin throw, Discuss throw, Badminton, Volleyball, Cricket etc. College teams are formed to take part in state level and University level competitions and other intercollegiate competitions.

To motivate sports players, Institution provides funds under seed money for incentives like travelling allowance, dearness allowance, sports kits and tracksuits to the international players.

6.Seminar Hall cum Dhyan Room

Special workshop on self-defence is organized specially for female students in the Seminar Hall while special yoga event like International Yoga Day is celebrated in Auditorium.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 32.35

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 11

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 0.32

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.72744	0.55666	0.19470	0.31950	6.82567

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Response:

Name of ILMS software	MICM NET SOLUTIONS (P)LTD Designed and developed by MICM Library Management software, Mumbai (2007) Connected with client server computer.
Nature of automation	Automated with various Modules through LAN (with thin line)
Version	1.0.558 Registration No.16005249122008
Year of Automation	2007
Service	It has stable and user friendly features and functions like easy to operate online help possible through AnyDesk.exe , make a change as per requirement and update software as and provides platform independent remote access to personal computers and other devices the host application.

Central and Departmental Libraries are automated.

MICM Library Management Software is multi-user, multi-tasking integrated library management system incorporating the latest in information technology to keeps the records of all the books and helps keeping the details of the transaction along with the use of Barcoding. It provides an accessible solution to support the growing information needs of the organization. LMS ensures high productivity because of minimal data entry requirements, maximum possible integration of functions and sophisticated search facilities. It offers features such as cataloguing, book transaction, administration, cataloguing, OPAC and patron records. The Integrated Library Management System (ILMS) is an automated package of library services that has several functions. It offers services like Speedy book circulation, Different types of search engines, Searches by author/ title/ subject/keyword, Book Tags, ID card and Barcode generation support, Flexibility in circulation policy defining, Different policy for different member types and different material types Special policy allotment to special members

Details of IT

Particulars	Quantity
Server (LMS)	1
Client Computers (LIMS)	5
Computers for OPAC	2
Desk Computer (Librarian)	1
Computers (internet access)	8
Wi-Fi routers	6
CCTV cameras	6

Printer	1
Scanner	2
Barcode Scanner	2
Electronic Attendance machine	2

Hardware:

One branded xenon, 2 GB RAM, Hard disk 150 GB, Fast Ethernet Card o Red Pie, Ols: Win 2K9 Office 2000 or higher, Database server as one branded xen server

Modules of Library Management System Software:

MICM LMS is quite comprehensive and covers functions in following integrated modules:

Master Entry – Master module is custom module that provides dependencies to all modules that are needed to run the site. i.e. Registration of staff and student membership, Binding Type, Book type, Member Type, Classification (No. Sub Classification), Entry, Author, Editor, Publisher, Vendor.

Member - Student Registration, Staff registration, Member Restrictions, types of books, search students / staff, search membership / update, update membership code, and ID-card with barcode are available under the module

Title – (Cataloging, Lost weeded) in this category covers cataloging, lost / canceled, retrieved, updated. There are three pages for the cataloging and to note all bibliographical details.

Subscription- maintained of subscription

Transaction -Book Issue / Return - Issue / Return

Order processing-This module covers the demand process, purchase order, receipt and cancellation of books as per the demand.

Report: Book report, Stock, transaction, fine, subscription, members, budget / investments, statistics, statistical reports

Utility and help is available Binding Book, Print barcode

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 2.37

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1.33769	3.77112	2.79607	2.06981	1.86034

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**Response:** 0.21**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 6

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:****Response:**

Institution has an IT infrastructure which has Wi-Fi, LAN etc. for updating its IT facilities. The plans for IT infrastructural development are given top priority as the college realises the correlation between adequate infrastructure and effective teaching – learning.

The institution has always been reviewing the current needs with respect to the hardware, software, internet, etc. Digitalization was accounted on various aspects of campus transactions like online admissions, declaration of results (during pandemic). A major development in the area of IT is the establishment of a fully air conditioned computer lab in the Campus with latest configuration. All the computers are uploaded with the latest licensed software relevant to the programs. Jio internet connectivity is available in the library and corridors. Wi-Fi and internet connections with adequate speed are made available to the students for academic purposes such as computer practicals/ internet for their study/project/assignment work.

The Computer Laboratory is used for e-content development and conducting online lectures (during pandemic). The website comprises of faculty login and office login for staff. During pandemic the institution provided Microsoft Teams for conducting online lectures. The college provides institutional email address to faculty members. The college web portal is a major IT initiative. All classrooms in the campus are ICT-enabled with facilities like Wi-Fi, Lan etc. The students are emailed login and password during semester end examinations. The student feedback for faculty and student satisfaction survey was carried out in online mode from 2019. The college library is automated & library has created MKS institutional repository D-space to preserve, distribute and retrieve the digital learning resources.

The maintenance of computers – hardware or software and internet facility is considered crucial. Thus an Annual Maintenance contract is awarded to an external firm, who has deputed one of his engineer to take care of this. The engineer remains in the institutional premises from 10.00 a.m. to 5.00 p.m. and attends to any problems that may be encountered during the day. In case of complications, he refers it to his firm

which would send their senior engineer to sort it out.

The Computer laboratory is handled by our laboratory assistant. He attends to all routine maintenance work like upgrading software. In case of problems, the issue is reported to the engineer of the firm, who is available for maintenance of computers and internet.

The institution has always been reviewing the current needs and accordingly the internet bandwidth is upgraded from time to time. The institution has upgraded the Internet connectivity to more than 200 Mbps.

File Description	Document
Upload any additional information	View Document

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

Response: 25.69

File Description	Document
Upload any additional information	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 250 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 15.76

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

2020-21	2019-20	2018-19	2017-18	2016-17
12.11340	33.37982	96.42116	167.6972	73.002

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

Response:

Just as procuring the right gear at the right time is necessary, so is maintaining it properly.

There are established systems and procedures to process the maintenance requirements:

1. Computers and internet facilities

The maintenance of computers – hardware or software and internet facility is considered crucial. Thus an Annual Maintenance contract is awarded to an external firm, who has deputed one of his engineer to take care of this. The engineer remains in the institutional premises from 10.00 a.m. to 5.00 p.m. and attends to any problems that may be encountered during the day. In case of complications, he refers it to his firm which would send their senior engineer to sort it out.

2. Computer Laboratory

The lab is handled by our laboratory assistant. He attends to all routine maintenance work like upgrading software. In case of problems, the issue is reported to the engineer of the firm, who is available for maintenance of computers and internet.

3. Sports complex

The institution is privileged to have a sports arena with an artificial grass turf. This kind of facility is not available in the vicinity. This turf is regularly checked for any excessive Wear and tear and fixed by the contractor, who holds the Annual Maintenance Contract. It is also checked for any tear in Lawn tennis net or Volleyball poles goal net for any tear and fixed accordingly.

4. Gymnasium (Gym fitness centre) and Gymkhana

There is a full time trainer in the Gymnasium, who is responsible for checking for malfunctioning of any equipment. On the basis of his report, the Executive Trustee would look to suitable parties for maintenance, repair or replacement.

5. Class rooms

All class rooms are well maintained. These class rooms including its electrical fittings are regularly checked for any breakage or leakage. Not only on regular basis, but especially before and after monsoon.

6. Library

Furniture in the library, fans, tube lights, chairs etc. are regularly checked by the library staff and reported to the Registrar, who takes it up with building maintenance contractor.

All books, journals, periodicals, no longer required are weeded out and either disposed of by the library staff or are made available for sale at a nominal price of Re. 1. Under the scheme, "Drop a Coin and Pick a Book or Magazine". If not taken up within a reasonable period, these too are disposed of as scrap.

7. Wash rooms, floors etc.

The institution has contracted with a house keeping firm, who does the sanitizing, mopping, maintaining washrooms, replenishing hand washing liquid soap in the whole building. For repairing water purifiers an AMC is awarded. For any malfunctioning taps, flush tanks etc. a contract is awarded to a Plumbing contractor.

8. Air-Conditioners

On complaints received from staff on malfunctioning, the matter is reported to the Registrar, who takes it up with the contractors for check and repair or replace as is convenient.

Established Systems and Policies for maintenance:

Objective

All assets should be so maintained as to allow utilization of these to our maximum benefit.

The Executive Trustee of the institution is overall in-charge of maintenance.

System

All maintenance work is awarded to external parties especially, where there are many individual assets belonging to a particular group of assets, for example Air-conditioners, writing desks etc.

Procedure

The Maintenance contracts are awarded by inviting tenders detailing the cost and nature of maintenance work.

The tenders are than scrutinized weighing a cost-benefit analysis and the contract is suitability awarded.

Separate non-teaching staff is appointed for housekeeping.

The maintenance work related to facilities like washrooms, Computer lab, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, RO-water-facilities, water tank, etc.is maintained on daily basis through contract services.

The college has signed following contracts for maintaining and utilizing

Physical facilities from 2016-17 to 2020-21(till date).

Sr. No	Nature of Work	Name of Agency / person
1	Gardening	Mr. Krishna Naidu
2	Plumbing	From 2016- December 2019 we were getting work from outside In-House Mr. Kamlesh Ghewde Since January 2020 he is working.
3	Electric Maintenance	From 2016- December 2018 we were getting work from outside

		In-House Mr. Amit Tawde Since January 2019 he is working.	
4	House Keeping	Sadguru Enterprise Mr. Santosh Sawant	
5	Pest Control	Mr. Siddhesh Kharat Pest control of India	
6	Computer Maintenance and ICT Facility Maintenance	Mr. Vivek Dave Mr. Kedar Kundan Group	
7	Gymnasium Equipment's Maintenance	Mr.Savio Contiho	
8	General Maintenance Work	In- House	
9	Furniture Work	Mr. Ritesh Dave Kundan Group	
10	Security Guard	Alert Group Mr .Satish Mangela	
11	Air-conditioner Maintenance	Isral Aircool Services	
12	Maintenance Contract for Bio-metric Machine	IINA- Intelligence Integration N Automation M/s. Vallabh E	
13	Water Cooler & Water Purifier AMC	Uni-com ACE Hygiene Products Pvt. Ltd	

The decisions regarding all academic, administrative and other facilities are taken by the management in line with the required procedures covering all administrative matters of the college.

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 0.44

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	10	20	31

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.11

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
2	25	46	39	58

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 46.97

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

2020-21	2019-20	2018-19	2017-18	2016-17
946	976	1279	1461	2518

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 65.8

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
17	42	93	131	70

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 945.38

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 1125

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 98.26

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

2020-21	2019-20	2018-19	2017-18	2016-17
249	317	270	255	152

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
253	320	274	259	157

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural**

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 24

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	9	8	2	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

Response:

The Institute has constituted the following academic and administrative Committees for effective functioning.

M.K Sanghvi College of Commerce & Economics has various committees for students to participate and develop their talents, skills and personality.

- Students Council
- Women Development Cell
- DLLE
- NSS
- NCC
- Placement Cell “ PathMakers”
- Commerce Association “ CommWorld”
- Economic Association “ EconomiQ”
- Maths Association “ Pi Club”
- Film Club

- Cultural Committee
- Alumini Association
- Library Committee
- Students Grievance Committee
- Anti Ragging Committee
- Magazine Committee
- Nature Club
- IQAC
- Sports Committee

Students volunteer their services to these committees on the basis of their likes and natural flair and aptitude. Students volunteer for various events where their help is needed and much appreciated, viz Convocation ceremony, annual prize distribution, social issues like beach cleaning, spreading awareness about Traffic rules, etc.

The Student Council is formed by nomination from the academic toppers in each class as per the norms laid down by the University of Mumbai. It is an official body to look after the welfare of the students, give voice to the student grievances and to suggest improvement and augmentation of the academic development and infrastructure improvements. Students' council elects from amongst them a General Secretary who represents the institution at the university. The student council is represented on the college development committee. Various student centric activities are organised by the mentor of the student council. The institution recognises that, its purpose of existence is to cater to the educational needs of the students and therefore, their suggestions are taken up most seriously. Students are regularly sent to Indian Student's Parliament Pune.

The In-house festival Risers and the Inter-collegiate festival Crescendo of our college is organised by the student council along with the cultural committee. The cultural committee also organises events like hobby exhibition, Hindi divas and Annual prize distribution function. We have Placement Committee in which there are many student members who work hard and organise several events like business meet, paradigm' and placement week. There are 2 student members in IQAC committee who give their valuable suggestion for enhancing quality of the institution. We also have the student members and participation of the students in various other committees such as NSS, NCC, etc. who work and contribute towards the betterment of the society by organising various activities such as AIDS, Polio Vaccination, Voting Rights and importance, Tree Plantation Drives, Cleanliness Camps, Medical Camps, Blood Donation and Skin Donation Drives, and Celebration of National Integration, Youth Day etc. Also we have student members in DLLE 'Samvedana' which also organises events like Chakachak, Smile for Life, Beach Clean Up drive, Blood Registry, say No to Crackers Campaign, 'Beti Bachhav Andolan' as 'Raksha', 'Anti – smoking campaign', Street Plays – such projects provides the students opportunity of facilitating exchange of expressions, views, thoughts and ideas in all their specificity and abstraction.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**Response:** 11.4**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	13	19	11	11

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement**5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services****Response:****Response:**

The registered and functional Alumni Association to nurture long lasting relation with its alumni community is strategic asset of MKS. MKS has got incredibly diverse Alumni base spread across geographies, working with various professions in reputed organizations and business houses.

Illustrious MKS Alma Connect

Alumni act as a reviewer by participating in college development committee.

Institute takes Alumni Feedback to improve the functioning and services of the organization.

Convocation cum Alumni meet is organized where Alumni gather at their Alma Mater.

Placement & Career Guidance Assistance: Alumni also support in placement and work as partners to bridge the gap between the industry and academics.

Mentors: Alumni are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies & corporate working culture.

Associating with Intercollegiate youth festival Crescendo: During Crescendo, the famous and successful alumnus of MKS from media, business, public services etc. are participating as judges, choreographers, sponsors. They spend time with their juniors, motivate and guide them with their success stories.

Alumni joined hands with current MKS students in several CSR initiatives, for instance, Pahal Foundation which is a reputed social welfare trust and with their help, Alumnus with faculty and current students distributed special kits containing sanitizers, masks, soaps, sanitary pads, and food items to the poor families in the villages of Saphale, Palghar & Dahanu.

<https://alumni.mkscollege.edu.in/>

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Response:

Vision:

To Impart Holistic Knowledge which Leads to Global Success.

Mission:

We endeavour and strive for the development of the youth towards self-reliance and success.

The Institution together with Management, Principal and Staff through various practices and innovative methods impart holistic education leading to overall development of the students. The College encourages individualistic and independent thinking in order to prepare its students for their overall growth and development to be able to meet the challenges of life and aspire to become world class and versatile individuals.

The College is committed through provision of:

- Dedicated and committed teaching faculty
- State of the art infrastructure and learning facilities
- Financial assistance to social/ economically disadvantaged students
- On-campus Learning and Placement Cell
- On-Campus Counsellor to provide psychological support to students
- Excellent upgraded Library

The College also has committees for smooth functioning and implementation of various activities. Staff Members actively participate in Committee Meetings. Meetings with Non-Teaching Staff members are also held for support for the smooth conduct and functioning of the College and its activities.

Our Objectives:

- To promote educational and professional achievement through Self Development of the students without any discrimination.
- To enable students to be proactive, goal-oriented, optimistic, credible, professionally competent and responsible citizens.

Nature of Governance:

Developments in governance have evolved through the identification of the inherent needs of all

stakeholders, concurred with solution oriented approach by utilization of our specialities and strengths.

Perspective Plan:

Internal Quality Assurance Cell leads in development of perspective Plans for all activities. Healthy discussions are held for achievement of organizational objectives and goals. Execution of activities of academics, furtherance of research, encouragement to students for developing leadership abilities, imbibing the spirit of patriotism, promotion of extension activities, and organizational collaborations are done through implementation of perspective plans.

A conscious effort is made to make all activities successful with a student centric approach with wholehearted participation of teachers, students, management and other stakeholders.

Management Quota:

Online admissions are granted to all undergraduate courses in the degree college as per guidelines of the University of Mumbai.

As per the Circular No. Spl. Cell/(68)/218/2005 dated 3rd June, 2005, the Management is entitled to 15% quota of all seats are for all programmes of the Affiliated Colleges including Minority Colleges, Aided as well as Unaided.

However, from the Academic Year 2015-2016, the management has decided to surrender all seats under the Management Quota. The management quota is merged with the minority and open category seats equally. This policy is applied to all degree college programmes. **The management does not accept any donation or capitation fees for admission to any course.**

(Circular No. MKS/9109/2015 dated 1st June 2015)

Role of Internal Quality Assurance Cell:

Internal Quality Assurance Cell ensures that the activities are planned and executed in tune with the Vision & Mission.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Response:

The College functions on the principles of decentralization of power and participation of all. The College believes that all the stakeholders i.e. Management, Principal, Staff (Teaching and Non-Teaching) and Students actively participate in the smooth and effective working of the institution. The management of the College sets the broad policy and framework for the smooth conduct of the College and its various activities. The Principal of the College undertakes to execute the broad policies and framework as designed by the Management. The IQAC Committee and its co-ordinators and Faculty are actively involved in the smooth conduct of the working of the institution.

The academic responsibility is delegated to the various Heads of the Department (HOD), Co-ordinators and faculty members to ensure that the syllabus is effectively and satisfactorily completed in a time-bound manner so that the academic excellence of the students is not affected in any manner.

The management and the Principal of the College are also members of the local management committee who periodically meet to review and take periodic and timely action.

Role of Management:

- Provide effective leadership and set broad policies
- To motivate staff
- To provide infrastructural facilities and state-of-the-art technology including computers and AV facilities
- To encourage innovation and excellence
- To foster values of growth and excellence
- To ensure safety of women staff and students by employing the use of CCTV Cameras in the entire college campus
- To consult the Principal on any administrative matters
- To participate in IQAC discussions regarding quality improvement

Role of Principal:

- To implement the policies and programs as laid by the management
- To encourage academic pursuit amongst faculty members and staff
- To be available and accessible to Staff and Students
- To promote faculty skills and encourage career progression
- Promote all around development of staff and students through various activities, seminars and programs
- To represent the College and Management in dealing with the University and Government
- Disciplining Students when needed
- Supervising Students, Staff and other Faculty Members
- Making both day-to-day decisions as well as long term decisions
- Communicating with Parents and Faculty when necessary
- Encourage students to avail opportunities of Placement

Role of Faculty:

- To participate and co-ordinate departmental and academic activities
- Impart subject knowledge
- Timely completion of Syllabus

- The teaching-learning shall be learner-centered, ensuring learning outcome of different courses
- Use of conventional methods (chalk and duster) and innovative and modern methods of teaching (ICT, Research, Students' Presentation, Discussions and Debates, Field Trips, etc.)
- Evaluation of Students performance

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Response:

The college is determined to strategize perspective plan and deploy it to accomplish the vision and mission to emerge as one of the best colleges for women education. The necessities of the stakeholders and the management policies are pooled together for strategic planning. The framed perspective plans are formed with the supervision of the Management and the Principal through IQAC and other functional committees. The following plans were discussed in the previous meetings and implemented successfully.

Infrastructure development.

Participation in NIRF

University/State/ National Level Seminars and Conferences.

The Incubation Centre "I Lead India" was established to drive the students' interests in entrepreneurship.

The Computer Lab is renovated to accommodate the new instruments by establishing centralized online lecturers through MKS Knowledge Hub.

Short term plan

Conducting Faculty Development Programs, National and International Level Workshops to train the faculties to upgrade the knowledge and skill to improve the quality in education.

Expose students to various activities by arranging Internship, Industrial Visit, Research Institute and Advanced Research Centres.

Collaborate research activities with reputed institutions, develop labs with advance equipment and arrange workshops internally and externally.

Increase the number of MOUs /tie-up with Institutions and Industries.

Assessment and Accreditation of NAAC.

Long term plan

Planning to be an Autonomous institution.

Avail recognition as a Research Centre from the university, other institutions, and patent recognitions.

Collaborate/MOUs with foreign Universities/Institutions/MNCs and thus become a centre for Potential Excellence.

Case Study on Successful implementation of activity based on Perspective Plans:

The focus on utilisation of books by students is envisaged in Perspective Plans. Accordingly, two/three library cards are issued to the students of B.Com. / Self-financing and Post Graduate programmes. Various initiatives developed and executed for the same are as follows:

Book Bank:

In order to support the less privileged students for their academic betterment, the textbooks are provided to them under the "Book Bank Scheme" every semester.

This scheme reinforces our mission "Education to All".

Book Exhibition:

In order to make a wide variety of books available to the students and others in the locality, Book Exhibition is arranged every year in the campus.

Prizes in the form of book coupons:

The college has a practice of distributing the prizes for achievements in annual academic and extracurricular activities, by way of issuing coupons enabling the prize winners to purchase the books of their choice.

Drop a Coin:

The surplus books of old editions arising due to yearly additions, are sold to the students once in a year with due notification and publicity. Textbooks are sold for Rs.5 each, Old magazines for Rs.1 each and Reference books, if any, for Rs.10 each.

Thus the focus on availability of books for education, inculcation of book reading habits for the holistic development of the students as envisaged in Perspective Plans of IQAC is well achieved through multifarious and continuous efforts.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document

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

Response:

Response:

Policies, administrative setup, appointment and service rules, procedures.

The Institution aims to Impart Holistic Knowledge, which Leads to Global Success and also Strive for the Development of the Youth towards Self Reliance and Success. The various policies, programs, administrative setup, infrastructure, appointments are all cantered around achieving the goals of the Institution. It aims at creating global citizens who aspire to make their mark in the global arena.

The policies are given expression through

- Framing of policies by the management
- Execution, monitoring and control of the same is by the Principal
- Dedicated staff to lend support
- Students' empowerment in free and fair environment. To build interpersonal and decision making skills in students and to instill values of integrity, responsibility and accountability
- To provide required infrastructure with all modern and state-of-the-art technology
- Promote communication and co-ordination amongst Management, Staff and Students

The policies are framed with the object to motivate students and staff to realise their full potential through interaction and participative process. Students' overall growth, including academics and other non-academic pursuits are realized through several conferences, seminars, workshops. Students are also encouraged to attend and take part in seminars and conferences held in other colleges.

Cultural activities are also encouraged. Annual cultural events like "Crescendo" and "Risers" are arranged annually by the students, for the students. Students are encouraged to prepare posters and participate in other cultural activities that are held by other colleges.

The College and its management are receptive to new ideas and implement transformation for the overall growth and improvement of the College in all its spheres of activities. Health feedback mechanism from bottom to top is encouraged and worthy suggestions and recommendations after discussion are implemented.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Welfare measures for teaching and nonteaching staff.

Welfare of the teaching and non-teaching staff of the college is taken care of on different fronts like finance, research, physical and mental health, appreciation and recognition, etc.

- Teaching and Non-teaching staff have the benefit of Provident Fund, Gratuity and Leave Facility.
- Financial aid to any staff member in emergency is extended through the collection of contribution by the other staff members. A daily time-slot has been reserved for the staff members for using the facilities for yoga and sports like badminton and table-tennis. The staffers are encouraged to take advantage of this facility by making them aware of the related health benefits.
- The 'staff welfare committee' organizes various activities to enhance the interaction and sense of togetherness among the staff members. It provides a common platform like 'Savedana' where the faculty members can write and display their own articles. The committee also organizes staff gathering or picnics.
- Committed and Extra- miler employees over an academic year is noted and they are honored by the management. Those who have completed ten years of service, our management appreciate the employees by giving them Trophy on the occasion of Teachers Day. Committed teachers and the administrative staff is noted and honored by the college by Trophy, felicitation and citation as well.
- The college conducts workshops on API for teaching staff.
- To enable the teachers to conduct research work smoothly, the college offers them all the necessary

infrastructure facilities as well as flexibility in terms of working hours. Financial assistance is also provided for their participation in research activities.

- The college makes every effort to provide job on compassionate basis to the keen of the diseased employee.
- Advance payment of salary from college fund is done if the salary grants are delayed for long period or on earlier date in festive season.

File Description	Document
Upload any additional information	View Document

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

Response: 41.04

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	26	33	12	4

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.8

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	0	0

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 2.89

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	1	0

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Response:

Performance Appraisal based on Confidential Report:

Every year the teaching and non-teaching staff has to submit confidential report. The teaching staff CR is to be submitted to the respective head of the department, who puts in his/her remarks and forwards it to the Principal. The CR of non-teaching staff is to be submitted to the Registrar of the college and after his remark finally submitted to the Principal. All the CRs are finally evaluated by the Principal. This report is a brief assessment of the yearly performance of the concerned staff.

Performance Appraisal of Teaching Staff based on PBAS:

The institution follows the performance appraisal system laid down by the UGC and implemented by University of Mumbai in the form of "Performance Based Assessment System". The minimum norms of

Selection Committees and Selection Procedures as well as API score requirements for the different cadres, through Career Advancement Schemes Regulations are applied for PBAS. The PBAS based on API Score of category I and II as mentioned in tables is implemented for one year. These annualized API scores are compounded prospectively as and when the teachers become eligible for CAS promotion to the next cadre with the multiplication factor of years of service required to apply for CAS promotion. For Category III (Research & Academic Contribution), API scores for this category will be applied for the entire period. The IQAC scrutinizes and confirms API scores of teacher. The teacher who wishes to be considered for promotion under CAS may submit in writing to the Principal with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the Principal the PBAS proforma as evolved by the University of Mumbai duly supported by all credentials as per the API guidelines set out in the circular. The Selection Committee specifications as per Circular are applicable to all Career Advancement promotions of Assistant Professor to Associate Professor and to that of Associate Professor to Professor. The selection procedures are completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee.

Performance Appraisal of Non-teaching Staff:

The institution has performance appraisal system for non-teaching staff which is channelized through confidential report. Currently seniority is the sole criterion for promotion of non-teaching staff.

As most realistic assessment of a teacher's performance is done by students, the IQAC introduced the student feedback system as per the NAAC guidelines on institutional parameters. The students continuously assess teachers and reflect their opinions in the feedback-forms. The feedback is compiled, analysed and communicated to teacher.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

External Financial Audit is carried out by Statutory Auditor appointed in the Annual General Meeting of parent education society. The practicing Chartered Accountants is appointed as statutory auditor. Institution conducts external financial audits every year.

Internal financial audit is carried out by Internal Auditor appointed by the management with objective to suggest improvement or strengthen the overall governance mechanism of the education society. The purpose of internal audit is not only to examine books of accounts but also to review the present working and make valuable suggestions to improve it. The main objective of internal audit is to assure the management that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds.

File Description	Document
Upload any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 227.26

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
13.33609	43.87509	51.42106	72.94597	45.68244

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

Response:

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization. The resource mobilization is mainly through the following

1. Fee from student is the major source of income for the institute.
2. Interest on Investments
3. Interest on corpus
4. The management provides need-based loans to individual colleges.
5. Various government and non-government agencies sponsor events like seminars and workshops.

6. Alumni contribution

7. Donations are sought from individuals and corporate.

Utilization of Funds

Committees ensure proper utilization of allocated funds

- A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses
- The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.
- The quotations are scrutinized by the Finance and Purchase Committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.
- The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

- Before the financial year begins, Principal and Heads of Departments prepare the college budget.
- The budget is scrutinized and approved by the top management and Governing Council.
- Board of Management is responsible for approval of Budget, Annual financial statement, high value purchases, construction of new buildings, creation of posts etc.
- The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs.
- It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.
- Financial control is exercised through various bodies/committees. General body is at the apex approving all donations, contributions, endowments etc.
- Accounts department and Purchase department monitor whether expenses are exceeding budget provision. Statutory auditors are also appointed who certify the financial statements in every financial year.

Optimal utilization of resources

- The college aims at promoting research, development, consultancy and such other activities, involving the faculty at various levels.
- The faculty, who exhibit initiative and receive substantial grants for R&D works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.
- Travel grants can be sanctioned to faculty to present research papers at or to attend National or

International Conferences in India or abroad, depending on availability of funds.

- Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & system administrators.
- The optimal utilization is ensured through encouraging innovative teaching-learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent-teacher meetings. The infrastructure is being utilized in multiple shifts for ensuring optimal resource utilization.
- The college infrastructure is utilized as an examination centre for Government examinations/University Examinations.
- Library functions beyond the college hours for the benefit of students, faculty, and alumni.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Response:

Two practices institutionalised at M K Sanghvi College with IQAC initiatives are:

1. Academic and Administrative Audit of Departments and
2. Feedback mechanism.

I. Academic and Administrative Audit (AAA): The IQAC initiated the Academic and Administrative Audit (AAA) primarily to take account of teaching-learning processes in all disciplines and to institutionalise documentation and record-keeping of all academic and administrative matters of every department. The internal academic audit is conducted by academic coordinators every semester for fulfilment of IQAC-driven practices toward quality assurance. The process requires a self-regulated assessment of teaching-learning processes and a systematic management of documents. The peer-review-based audit evaluates the fulfilment of the following procedures in teaching-learning processes and laboratory management:

The academic coordinators assess the documents related to the following: preparation of academic calendar; selection of papers to be taught; timely distribution of time table; submission of lesson plan and compliance report of curriculum delivery as per the schedule; and delegation of responsibilities and formation of internal committees for department activities

Teaching methodology, use of ICT facilities, and opportunities for experiential learning are also appraised of at the audit meeting.

Documents of internal assessment, policy for moderation of marks, steps taken to assist slow learners, and

analysis of the results of end-semester examinations are examined meticulously as part of the audit process.

It also assesses if the teacher-student mentoring programme, which provides a meaningful platform for engaging with students and addressing their concerns, takes place regularly.

The auditors also determine if the lab in the college follow proper organisation and management procedure; conduct stock verification of lab equipment; and other lab waste are segregated and disposed of as per guidelines.

Documentation of faculty achievements (paper presentation/participation in faculty development courses, publications, honours and distinctions) is also registered at the audit.

II. Feedback mechanism: The IQAC at M K Sanghvi College has implemented a feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, and so on.

Feedback system is crucial to institutional progression as it allows for self-reflexivity and reform. The feedback submitted online are analysed, and measures are taken for reform and redressal. They function as the catalyst for upgradation of teaching-learning processes, developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacity-building and enrichment of students.

The online feedback mechanism at M K Sanghvi College offers a constructive self-assessment procedure integral to fostering and enhancing academic excellence and institutional development.

File Description	Document
Upload any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Response:

Two institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are: (I) Academic Review (II) Implementation of ICT and Experiential Learning

Academic Review

The college follows a comprehensive mechanism of reviewing the teaching-learning processes and learning outcomes:

The Academic and Administrative Audit (AAA) is the primary teaching-learning review conducted every semester. The AAA evaluates the fulfilment of institutional parameters of planning, execution and record-keeping of teaching practices, curricular, and co-curricular activities. With the implementation of the AAA, there is uniformity in conceptualisation of the structure and methodology of academic and extracurricular routine in every academic session. All the departments in the college abide by the institutional norms (initiated by the IQAC) such as: timely submission of workload requirement for forthcoming session; timely distribution of time table among faculty; course completion according to lesson plan; academic and extracurricular work delegation within the department; use of ICT in teaching practices, wherever applicable; execution and moderation of internal assessment(s); assessment of learning-outcome by identifying high performing and low performing students, analysis of end-semester examination results, and so on. Such detailed institutional parameters have been instrumental in strengthening the competitive spirit on campus and streamlining the entire process of teaching-learning.

Review of learning-outcome takes place by evaluating students' interactions in classroom, participation in extracurricular activities, and their performance in internal assessment and end semester examination. Every department presents a report of students' academic performance at the audit meeting. The Internal Assessment Committee also reviews and regulates the practices of evaluation of students (conducted through internal assessments like tests, assignments, presentations, and projects). This exercise is based on the final internal assessment reports submitted by the teachers-in-charge of all departments after moderating the marks of students in all papers taught in the department. Teaching and Learning reforms:

The IQAC at M K Sanghvi College encourages and ensures continual reforms in teaching-learning methodologies. It lays impetus on the adoption of ICT in teaching practices.

Teaching-learning has been supported by various virtual platforms. These tools are used for video-lecture and interaction, sharing study materials, and assessing assignments. Digital library facilities like INFLIBNET-NLIST and open e-resources provide a repository of articles and e-books for teaching and research purposes.

To complement curricular learning, experiential learning takes place through educational tours, industrial visits, field study, film screenings, skill-based workshops and webinars. Apart from this, capacity building programmes organised by Pathmakers Placement Cell, I lead India Incubation Cell enhance the entrepreneurial, leadership and organisational skills.

Add-on courses, Legal Awareness Programme, and other skill-enhancement activities have also sharpened the skill sets of students.

File Description	Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Response:

1. Safety and Security

2. Counselling

3. Common Room

4. Other relevant highlights

a) Safety and Security

ICC committee is in place solely responsible for addressing and resolving the issues of sexual harassment at the workplace and which is easily accessible by all workers.

For providing a safe and secure environment the college has installed 109 CCTV cameras. College has installed a complaint box SAKHI and provided helpline number for easy reach.

The college also has a dedicated security department with both men and women guards, who work in shifts and take care of the safety and security of all students and staff of the campus.

The college also ensures a safe environment by restricting the entry of persons into the campus only after a scrupulous checking of I-cards and for valid reasons.

At MKS College we aim to create a safe and violence free educational atmosphere for all, irrespective of caste, creed, sex, political origin, birth place, position, status, race and disability. We strictly adhere to zero tolerance policy towards sexual abuse.

b) Counselling

There is an appointed female student counsellor who is available at specific timings and who can be approached easily. It has a counselling centre where students, faculty and people from society at large, seek career guidance, counselling and psychotherapy.

The atmosphere of the college is informal and teachers and students share an easy rapport under Center for Mentorship and Holistic Wellness making it easy for students to seek any help or guidance.

c) Girls Common Room

The College provides a spacious and comfortable common room for the women students of the college for healthy recreation and mutual contact among the students. Female Attendant is deputed to the common room to cater to the small needs of the female students.

College facilitates sanitary napkins vending machine in Girl's washroom.

A care taker is appointed for the toilets and washrooms. Also College has a Special Toilet for Diwyang students.

1. Other relevant highlights

College conducts structured methodological Gender Audit.

The college has an NGO support from an NGO called Men against Violence and Abuse (MAVA). Every year International Women's day is celebrated.

Session on financial literacy, healthy sexuality and healthy relationships are conducted for the students. Skits on women's issues, Poster competitions, google quizzes, slogan competitions, debates, elocutions are organized on women centric topics. Girl students are encouraged to participate in all the different activities of the college. NSS students conduct lot of activities to educate the people in the rural areas about girl's education, women's health, safety and dowry etc.

Women constitute the majority of the teaching staff of the college, and the college has parity in the male and female student strength. The college respects other genders as is seen in the forms of the college.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

- At MKS College the House-keeping staff diligently collects solid waste and liquid waste and disposes of the same as per governing Civic Body, Brihanmumbai Municipal Corporation. The dry and the wet waste is collected in separate black bags and collected by the BMC truck on regular basis.
- Waste produced

S. No.	Type of waste	Source and quantity	Current disposal method
1	Solid waste	Washrooms and others Biodegradable waste of approx. 25 kg and Non-biodegradable waste of 2.5 kg per week	Toilet waste is led in Drain and other waste is used in compost pit; Paper waste is given to raddi
2	Liquid waste	Washrooms, wash basin, urinals, taps approx. 200 litres of water per day	Drain
3	Dry waste	Open space & plantations, papers Biodegradable waste of 2.5 kg per week	-Handed over to Municipality
4	Organic waste	Biodegradable waste of 2.5 kg and 0.5 kg of Non-biodegradable waste per	Handed over to Municipality

		week from Canteen	
5	E-Waste	Periodical	Handed over to the Civic Body

Bins Summary There are 124 Dustbins in the premise.

Waste handling

Quantification wise the Solid, Dry leaves collected is approximately 2 - 3 kg per week. The liquid and hazardous waste is approximately 20 litres per week.

The waste produced on campus is segregated. It is collected on a daily basis and handed over to the local municipality.

Waste management

The college reuses the papers. Every 3 years the Paper waste such as journals, practical Reports are given in bulk to Raddi. Ample measures are taken to maintain hygiene.

The wastes from toilets are discharged to main drains through underground covered channels thus avoiding any incident.

No smell problem or health related issues due to the waste are there. The waste does not pollute the ground or surface water. There is no problem of air pollution from waste.

There is provision for Sanitary Napkin Vending Machine in the premise.

Solid waste management:

The College has employed adequate house-keeping staff to keep the campus and college premises clean.

The food wastes generated from student meals are collected in dust bins kept for this purpose. Insistence on the use of cloth banner, paper files, soft binding, digital display banner etc. Plastic and paper wastes, if any, are sold to waste collectors.

The installation of RO water System has considerably brought down the use of plastic bottles.

Liquid waste management:

Toilet wastes are discharged into underground sewage pits.

E-waste management:

Out-dated computer monitors, CPUs and computer peripherals are replaced through exchange policy. Some such computer hardware are utilized by students for familiarizing themselves with the basics of the system.

Bio-Medical Waste:

A part of college building was used for setting up beds during times of pandemic. The bio-medical waste obtained is also disposed of in a manner prescribed by the BMC.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: A. Any 4 or all of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of

reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Tolerance and Harmony towards Cultural diversities: The college has conducted several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

Annual vibrant Navratri Garaba dance in the colorful and glimmering chaniya choli traditional attire of the students,

Camp of Dangi tribal girls from Kanya Vidyalyay, Saputara in MKS campus gives unique opportunity of co-living and cultural assimilation among students.

NSS Camps to the neighbouring fisher community or villages develop a sense of involvement among our students in the task of nation building.

Samvedana programme through which MKS students are connecting.

Visit to Mani Bhavan that served as the nerve centre in Bombay for Gandhiji's activities.

Merit as the only criterion for awards: Award is on the basis of academic, athletic or artistic merit, in addition to special interests. Rewarding talent on merit is our primary objective.

Book Bank Facility: In order to mitigate the difficulty of non-availability of books for B.Com and professional course to the students belonging to Scheduled Castes and Scheduled Tribes the Book Bank facility is provided at MKS College

Students Representation on college committees: While electing the student representatives and the student office bearers of various activity associations, no discrimination is ever made. During the conduct of the Inter Collegiate Festivals such as Crescendo and Risers, students of all languages, castes, creeds, and communities work together with great team spirit and cooperation.

Inculcating spirit of Inclusiveness and Oneness: MKS aims at securing co-operation and co-ordination in contrast to conflict and contradiction by creating a new social order based on the pillar of cohesion and solidarity.

Tolerance and Harmony: Tolerance is the responsibility that upholds human rights, pluralism, democracy, harmony and the rule of law. At MKS it involves the rejection of dogmatism and absolutism and affirms the standards set out institution. Consistent with respect for human rights, the practice of tolerance means that one is free to adhere to one's own convictions and accepts that others adhere to theirs. It means accepting the fact that human beings, naturally diverse in their appearance, situation, speech, behaviour and values, have the right to live in peace and to be as they are. It also means that one's views are not to be imposed on others

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Response:

The College strongly believes that the constitution of our country is the holiest book to be followed by all Indians with utmost sincerity. We take every opportunity to make everyone, be it students or staff, aware of their constitutional obligations.

In pursuit of sensitizing the students and staff about the constitutional obligations like their rights, duties and responsibilities of a citizen following activities are conducted:

- Awareness of Constitutional rights and duties:

As a part of the celebrations, our college planned innovative activities like 'Sanvidhan Run' to highlight and reiterate the values and principles enshrined in the constitution. Where the role of library is to display constitution book and related documents to make aware about the constitution so that Students and teachers read the Preamble. NSS Unit organizes a lectures by inviting speakers who spokes about eloquently on the highlights of our constitution.to instill the patriotic feeling inside the students, National anthem is displayed on the college wall.

- Festivals Important National:

Important national festivals like Republic Day, Independence Day, and Maharashtra day are celebrated, all these national festivals make students and staff celebrate the occasion as proud Indians by organizing and participating in various activities to introduce the diversity of Indian culture and preserves the cultural heritage.

- Duties towards the nation:

NSS Unit organized an awareness programme on National voters Campaign to spread awareness and importance about a democracy, the Right to Vote is the most valuable right given to us and it is our duty to exercise this right during elections and also about the importance of free and fair voting for the adopted area by the college. Our college Prin. Dr. Krushna Gandhi was Teacher Ambassador for Government of Maharashtra's Mahavoter Campaign. DLLE students conducted strong Awareness Campaign in institute & vicinity under Principal's guidance.

- Sensitizing values:

Through various activities of NSS, NCC, DLLE and other associations take an effort to make emphasize the national values, social values and human values. The massive blood donation drives, collection of food and clothing material for flood relief has been the pivotal effort towards the fulfilment of responsibilities of a citizen.

- During Covid 19 pandemic times,
- In Remembrance and Tribute to the Victims of Terrorism honors the lives changed forever by acts of terrorism, College organized "Parakram Parv" to mark the second anniversary of the 2016 "surgical strike", A tribute was paid to martyrs of 26/11 Mumbai terrorist attack by organizing 'Rashtra Abhiman Rally', 'World Peace Rally' on Hiroshima Day.

At MKS values are emphasized by all like Honesty and Gratitude. The Principal and the teachers consistently stress on these values in their regular class or during any programs.

- Various college programmes, seminars, conferences, workshops and various national and international begin with lighting of sacred lamp and offering a prayers programs are concluded with proudly singing of the guru vandana.

Indian values are inculcated in our students by conducting programs like Guru Purnima, Teacher day. On such occasions they learn the practice of offering their respect to teachers and elders.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Response:

MKS College celebrates national and international commemorative days and festivals. NCC, NSS, DLLE, WDC, Library of our college has celebrates the various festivals and gave the responsibility to various committees the same. Students and staff wholeheartedly participated in these celebrations. Following were the national and international days and festivals celebrated every year from academic year 2016-2020:

- **International Yoga day**

The college celebrates International Yoga day on 21st June to spread awareness about the importance and effects of yoga on the health of people. Upa yoga session was conducted a volunteer with Isha Foundation.

- **Swami Vivekanand's Punyatithi:**

We commemorate Swami Vivekanand's Punyatithi on 4th by organizing lectures on "Youth for Digitization & Cashless Society" by inviting Experts various fields to share knowledge about Swami Vivekanand in philosophy.

- **National Librarian Day**

National Librarian's Day is observed on 12th August to commemorate the Birth Anniversary of Padmashri Dr. S. R. Ranganathan, who is also known as the 'Father of Library Science' in India.

- **Dr. Sarvapalli Radhakrishnan Jayanti:** "Teachers day"

On 5th September we celebrate the birth anniversary of Dr. Sarvapalli Radhakrishnan. On this day prominent persons from education field enlighten by conducting a program and staff members those who completed 10 years' dedicated service felicitated on these day . Students paid homage and respect to all the teachers.

- **Gandhi Jayanti:**

On 2nd October, the college organizes various activities to celebrate Gandhi Jayanti 'World Peace March-International Day at Non-Violence' by spreading the importance of nonviolence in society and organized

various programs like play games based on theme of Mahatama Gandhi, **Swachhata hi Seva, etc.**

- **APJ Abdul Kalam**

On 15th October APJ Abdul Kalam Birth Anniversary celebrated in remembrance and tribute to honour inspiring personality as 'World Students Day' & 'Motivational Reading Day' by organizing various events like making book mark, reading APJ's inspiring quotes, organizing quiz, etc.

- **World AIDS Day:**

File Description	Document
Link for Geotagged photographs of some of the events	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Response:

1. Name of the Best Practice: Discover Yourself

An Initiative towards the Holistic Development of Students

1. Goal:

True goal of education goes beyond only dissemination of information which helps one in earning livelihood; it is in fact a journey towards self –actualisation (as said by Abraham Maslow). Holistic education is transformational education which brings out the inherent qualities of a person and is based on the premise that each person finds identity, meaning, and purpose in life through connections to their local community, to the natural world, and to humanitarian values such as compassion and peace.

By nurturing the different intelligences, ranging from social, emotional, spiritual and environmental, the institution opens the gateways to discovers the hidden aspects of oneself. Apart from this, holistic education grooms humane, sensitive and responsible individuals who understand their responsibility towards society and all life forms; who possess higher order thinking skills in a world where digital communication is fast becoming a reality and who practice ethics at all levels. We at MKS college aim at creating accommodative, and pluralistic mindsets necessary for our multicultural society. We strive to

promote these values along with regular curriculum. Engaging the mind, body and spirit is a critical component of such a dynamic.

2. Context:

The current education system, developed as it was for an industrial society, celebrates conformity and uniformity as useful values. These values were perfect for the industrial age, the new knowledge economy needs new attributes. It is increasingly gearing towards valuing collaborations and creativity. A shift in the focus of education is needed with the changing times. Materialism and tangible achievements were the attributes of success in the industrial/ material age which has created a consumption society. There is a need for a more balanced society where the humanistic attributes are valued and celebrated. We look at education as a conduit to humanising society. The looming environmental crisis calls for a symbiotic relationship between human beings and all life forms. In an era of post-truth and social networking, higher order critical thinking skills are becoming a must. The aim is to bring out the distinctive qualities of each student and make him/ her confident to face the world. The objectives are in synch with the New Education policy 2020 which aims to “transform India into a vibrant knowledge society and global knowledge superpower by making both school and college education more holistic, flexible, multidisciplinary, suited to 21st century needs and aimed at bringing out the unique capabilities of each student.”

3. Practice:

In the first place, the CBCS (Choice Based Credit System) system followed by the college has shifted its focus from seat -time based completion of degree to learning based outcomes, allowing the learners to learn at their pace. Beginning with classroom dynamics, each teacher strives to establish a positive and healthy relationship with the learner, so that learning happens in an open and democratic fashion. We identify the learner’s needs and accordingly pace the teaching, giving challenging questions and projects to the brighter student and explaining concepts with relevant and current examples and case studies. Audio visual aids, documentary films and videos pertaining to the topics are also shown wherever necessary. The MKS Enrichment Centre offers several certificate courses in many areas. Collaboration skills and people skills are honed in the planning and execution of the large college cultural festivals and functions which are organised by the student committees under the guidance of the teachers.

For sensitising the students to the difficulties and needs of the disadvantaged sections, regular visits to orphanages, old age homes are organised. Under the aegis of Department of Life Long Learning and Extension, students take up awareness programs like road safety drives, antismoking rallies, financial literacy programs in neighbouring area of Mora village.

Being a predominantly Commerce college the focus of curriculum is on commerce subjects, the college aims to expose learners to art and culture of the nation by putting up displays of sculptures and other art forms by artists in the college premises. Students are taken to museums, art and literary festivals that happen in the city. At times renowned artists are invited who create student engagement to issues like Swachhata Abhayan, women’s issues, environmental issues, glory of ancient literary texts through alternate forms of communications like dance and performance.

Teacher’s day programs focus on human values in education and the B.K Sanghvi Memorial lecture series is instituted for giving exposure to the best brains of the society. Values are caught and not taught and the teachers and staff of the college live up these values through dedication, sincerity, commitment, honesty, punctuality, discipline.

Joy of Giving week is organised on a regular basis.

The Management encourages teachers to practice positive meditation sessions on a daily basis.

4. Evidence of Success:

While it is difficult to quantify and gauge the success and the impact of such initiatives, some evidence of the success can be read in the following outcomes:

Cultural committee heads have gone on to become renowned producers in the Indian film industry

Large number of students have made a place for themselves in media

Large number of students are perusing higher education

A good number of students have successfully completed CA courses.

The college alumni group is sensitive to the needs of the people in these trying times and playing an active role in helping corona patients

Teachers and Students have contributed to Corona care, and at other times

College management set up a Covid care Hospital in its premises

Students do not use plastic and follow environmental conscious behaviour by keeping their carbon footprint low

Students maintain a green wall on the college campus

5. Problems Encountered and Resources Required:

The problems encountered are largely physical. Since **Discover Yourself** requires one on one interaction, the problem of large number of students in the classes becomes a major challenge. The teachers are key players in the success of this program and it takes time for new teachers to integrate the program along with the curriculum. Resources are required for bringing artists and resource persons of repute. Travelling to art festivals and theatres also requires students and teachers to use their own resources. Nature club promotes tree plantation drives but the city has few open spaces for such an activity.

6. Notes:

It has been noticed that while many learners had opted for commerce subjects, the large plethora of college activities helped them understand their true calling and many students went into the fields of language, mass media, sports, photography. The words in the mission statement of the College: 'self reliance and success' can be fulfilled when students discover their own strengths and become independent not just financially but emotionally stable and spiritually aware. Success lies in living in harmony with oneself, others, nature, and environment.

Best Practice:- 2

INITIATIVE TOWARDS TOTAL QUALITY MANAGEMENT OBJECTIVE

The management has stood up for the cause of spread of holistic knowledge in the society. The management plays a very crucial role in drafting broad policy after seeking consultation, participation and responses from all stake holders. The above practice and the educational ideas reflect the culture and the personality of the management.

The wheel of ignorance is sought to be removed and a holistic orientation to education is sought. The idea is to enable clear thinking and act rightly towards the cause of education thus becoming the channels of moral truth. It is felt that by implementing the same, the roots like the trees are spread deep into the soil and the branches in the sky. The education is a search for integration, for wholeness. It is the spirit that proclaims that man's true consists in the wealth of mind and wealth of soul.

The students of today should understand that education should make the natural, spontaneous, uncorrupt and sound and should be in harmony with themselves and with other objects in the world.

CONTEXT

The broad policy framed by the management is implemented through various functionaries at various levels because of delegation of authority and responsibility. All staff member voluntarily take-up their responsibility in discharging their functions towards the institution in a manner that the vision of the management remains intact for the betterment of the students and the society as a whole.

After having decided the policy, the same is implemented with all honesty and sincerity by delegating duties and responsibilities at various levels.

The management does not seek any name, fame and glory in ensuring the effective implementation of their mission.

THE PRACTICE

The practice of having management quota seats in educational institutions is widely prevalent and practiced. The said practice has certainly neither promoted Excellency in education nor has equity been achieved. Several universities/colleges in various countries which boasts of excellent quality of education do not encourage the practice of having management quota seats in their institutions.

Our management is also well aware of the ill-effects of the said practice of having management quota seats in educational institutions, hence, to kill the menace in the society have taken a positive step towards improving the quality of education in our institution thereby bringing about radical change in the society by voluntarily surrendering the management quota seats to which they are entitled and merging the same with the seats on merits, so that all admissions to the institution are on merits. As a result of this the meritorious students do not suffer due to students seeking admissions through the management quota. The management has a self-imposed responsibility to ensure that the benefit of their mission spreads to a large section of the society through affective action and participative process.

File Description	Document
Link for any other relevant information	View Document
Link for Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Malini Kishore Sanghvi College of Commerce and economics has the distinctiveness of being one of the colleges in the city that makes the students feel at home, as loved, cared and comforted and nurtured as they would be at their homes. The campus gives the feel of an extended home and all the faculty on the campus take pride in the development of nurturing of the students. At M.K. Sanghvi college we believe that students are not just 'head', but also 'heart'.

The seeds of compassion, affection and care were sown right from our reverend founders who were having the spirit of community welfare and social service.

At M.K sanghvi college, we truly believe that GururBrahma GururVishnu GururDevo Maheshwaraha Guru Saakshaat ParaBrahma Tasmai Sri Gurave Namaha. Our teachers are always keeping the development and happiness of the students as their priority. Our programmes, schemes, activities are all based keeping this as the first in our minds.

- 1) Economic assistance to financially weak students through scholarships.
- 2) A fully functional WDC to make the campus a safe place for the students.
- 3) A vibrant extracurricular platform through Cultural committee.
- 4) An active placement cell.
- 5) A prestigious alumini working at senior positions across corporates.
- 6) Regular free of charge Counselling and mentoring of students by the in house counsellor.
- 7) An active parent teacher contact platform.
- 8) Social sensitivity towards nation and community through NSS, DLLE and NCC programmes.

- 9) A student friendly, loving and nurturing staff which is approachable and comfortable to students.
- 10) A campus which encourages the faculty to continue learning. Faculty is encouraged to pursue Ph.D by a financial seed capital of Rs.50000/-
- 11) A campus where we believe in loyalty to the institution and are proud of a staff, both teaching and non teaching who are in continuous service for over two decades in the same institution.
- 12) An institution who take pride to share that the students who passed are today also proud faculty of the same institution.
- 13) A sensitive management who has forsaken admission seats for management quota so that more seats are open for all students to be availed.
- 14) At M.K Sanghvi college we take care of the medical needs of students on campus and to take care of emergencies we have tied up with Aarogya Nidhi Hospital, Juhu for immediate admittance of any student.

File Description	Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

Amitabh Bachhan, the most famous personality in juhu, neighbourhood of our college, joined hands with MKS College by donating for 25- Oxygen beded Covid Hospital.

The college is awarded the Best College Award for Community Services by University of Mumbai, Department of Lifelong Learning & Extension.

MKS empowers students to transform into morally upright, psychologically integrated, physically healthy, spiritually enlightened, socially committed and intellectually competent leaders.

The institutional efforts towards effective governance and management are powered by its faith in the collective responsibility and efficiency of the stake holders. The institutional governance and management is essentially democratic and the leadership is participatory and adheres to a quality policy which ensures optimum standards in scholastic and non-scholastic domains, research, inclusive development and stakeholder participation.

Note: Following abbreviations are used for the names of the Programmes.

Abbreviation	Full – Form
M.Com	Master of Commerce
B.Com	Bachelor of Commerce
BMS	Bachelor of Management Studies
BBI	Bachelor of Commerce (Banking & Insurance)
BAF	Bachelor of Commerce (Accounting & Finance)
BMM/BAMMC	Bachelor of Mass Media/Bachelor of Arts in Mass Media & Mass Communication
BFM	Bachelor of Commerce (Financial Markets)
BSC.IT	Bachelor of Science (Information Technology)
BIM	Bachelor of Commerce (Investment Management)

Concluding Remarks :

The MKS campus is sparkling with celebration of national and international commemorative days, events and festival to offer multidimensional learning experiences to the students to groom them into wholesome integrated individuals who are rooted in our distinctive culture and heritage with patriotism, scientific temperament, social responsibility and global outlook. The MKS College strives to enhance human resources of the nation by raising the all-round capacity of its young learners and faculty through various academic and cultural activities.

The management of the college constitutes of compassionate and wise founders who have taken up education and youth development as their calling right from inception of the college. At MKS we believe that " Karma Yoga" leads to self realisation and this is our Karma Bhoomi.

Our objective has been to equip learners not only with sound theoretical knowledge and technical skills pertaining to their subject of specialisation but also life skills that draw on Emotional and Spiritual Intelligence, both of which are keenly needed in today's competitive, globalised society. We trust that such all-round grooming will foster good moral values and a scientific, creative and adventurous spirit among our learners who, in turn, will contribute significantly to the peace, prosperity and well-being of the self, the nation and the world at large.

The large plethora of college activities helped the learners understand their true calling and many students went into the field of commerce, management, mass media, sports, IT. The word in the mission statement of the college: 'Self Reliance and Success' can be fulfilled when students discover their own strengths and become independent not just financially but emotionally stable and spiritually aware. Success lies in living in harmony with oneself, others, nature and environment.

Arise, awake, and stop not till the goal is reached..... Swami Vivekanand

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>7</td> <td>4</td> <td>3</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>5</td> <td>4</td> <td>4</td> <td>5</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	6	7	4	3	3	2020-21	2019-20	2018-19	2017-18	2016-17	4	5	4	4	5
2020-21	2019-20	2018-19	2017-18	2016-17																	
6	7	4	3	3																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
4	5	4	4	5																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1062</td> <td>210</td> <td>92</td> <td>28</td> <td>29</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>83</td> <td>92</td> <td>28</td> <td>29</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1062	210	92	28	29	2020-21	2019-20	2018-19	2017-18	2016-17	14	83	92	28	29
2020-21	2019-20	2018-19	2017-18	2016-17																	
1062	210	92	28	29																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
14	83	92	28	29																	
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>9</td> <td>9</td> <td>9</td> <td>9</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>86</td> <td>74</td> <td>64</td> <td>62</td> <td>56</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	9	9	9	9	9	2020-21	2019-20	2018-19	2017-18	2016-17	86	74	64	62	56
2020-21	2019-20	2018-19	2017-18	2016-17																	
9	9	9	9	9																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
86	74	64	62	56																	

2.1.1 **Average Enrolment percentage (Average of last five years)**2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2768	2953	2890	2969	3392

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2768	2953	2890	2969	3382

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

2.1.2 **Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	32	40

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	37	46

Remark : Input edited as per given HEI clarification response.

2.3.3 **Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)**

2.3.3.1. Number of mentors

Answer before DVV Verification : 32

Answer after DVV Verification: 30

Remark : Input edited as per given HEI clarification response.

2.4.3 **Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 457

Answer after DVV Verification: 445

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**3.1.2.1. Number of teachers recognized as research guides**

Answer before DVV Verification : 3

Answer after DVV Verification: 2

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	37	37	42	64

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	37	37	21	50

Remark : Input edited as per HEI clarification response.

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	25	27	34	38

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	24	24	28	35

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**3.4.3.1. Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/**

YRC etc., year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
40	62	51	61	63

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
39	61	50	60	62

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	15	10	10	13

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	8	3	4	7

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	8	2	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
8	10	5	4	4

Remark : Input edited as per given HEI clarification response.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 34

Answer after DVV Verification: 11

Remark : Input edited as only 11 number of classroom & seminar halls are with white board and projector which comes under ICT facilities.

4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15.49	6.21	11.02	8.62	28.57

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.72744	0.55666	0.19470	0.31950	6.82567

Remark : Observation accepted, Input edited considering computer Expenses, computer software expenses only.

4.2.3 **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0.62	2.0	4.84	4.7	5.61

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.33769	3.77112	2.79607	2.06981	1.86034

Remark : Input edited as per document given in the 4.2 extended metrics.

4.4.1 **Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and**

academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
81.99	151.53	184.47	247.94	156.59

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12.11340	33.37982	96.42116	167.6972	73.002

Remark : Observation accepted, Input edited considering repair & maintenance, building maintenance, printing and stationary, electricity and sport expenses.

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

5.1.1.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	10	21	32

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	10	20	31

Remark : Input edited as per given HEI clarification response.

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

5.1.2.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	19	39	32	46

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	25	46	39	58

5.1.4 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1250	1639	1739	1708	2795

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
946	976	1279	1461	2518

5.2.1 **Average percentage of placement of outgoing students during the last five years**

5.2.1.1. **Number of outgoing students placed year - wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16	41	93	131	71

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
17	42	93	131	70

5.2.2 **Average percentage of students progressing to higher education during the last five years**

5.2.2.1. **Number of outgoing student progression to higher education during last five years**

Answer before DVV Verification : 1056

Answer after DVV Verification: 1125

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	4	4	1	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	9	8	2	2

Remark : Input edited as per given HEI clarification response.

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

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
45	300	350	250	300

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	13	19	11	11

Remark : Input edited as per given data template, as All activities conducted under an event will be counted as one event.

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

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	9	8	9	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	26	33	12	4

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	7	5	1	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	0	0

Remark : Input edited as per the document given in the 6.3.4 metrics. Programs of duration less than one week will not be considered.

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	3	3	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	1	0

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12.84	34.57	51.06	71.70	43.68

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13.33609	43.87509	51.42106	72.94597	45.68244

Remark : Observation accepted. Input edited as per supporting documents given by HEI

- 6.5.3 **Quality assurance initiatives of the institution include:**
1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
 2. **Collaborative quality initiatives with other institution(s)**
 3. **Participation in NIRF**
 4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

- 7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation measures**

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: C. 2 of the above

- 7.1.5 **Green campus initiatives include:**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Answer before DVV Verification : A. Any 4 or All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Input edited as per given geo-tagged photos.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the Institution across all programs during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	9	9	9

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
340	340	340	328	315

2.1 Number of students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2768	2953	2890	2969	3392

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2775	2953	2890	2969	3392

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	72	80

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	37	46

2.3 Number of outgoing / final year students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
999	880	829	962	1092

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
119	67	114	114	126

3.1 Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
33	39	37	37	36

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
32	38	36	36	34

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
33	39	37	37	36

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
31	38	36	36	34

4.2 **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
115.99	188.58	226.05	286.50	207.22

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
552.4953	512.0129	482.8531	459.2273	536.2555