



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KHAIRUL ISLAM HIGHER EDUCATION SOCIETY'S, MAHARASHTRA COLLEGE OF ARTS, SCIENCE AND COMMERCE.
• Name of the Head of the institution	Dr. Sirajuddin H. M. Chougale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02223081664
• Mobile no	9821681570
• Registered e-mail	principal@maharashtracollege.org
• Alternate e-mail	sirajchougale@gmail.com
• Address	246 A, Jehangir Boman Behram Marg, Bellasis Road,
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400008
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Dr. Rakhshandah Aamir Hani				
• Phone No.	9819002133				
• Alternate phone No.	022-23081664				
• Mobile	9819002133				
• IQAC e-mail address	iqac.mahaclg@gmail.com				
• Alternate Email address	rakshihani@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://maharashtracollege.org/assets/pdf/AQAR%202019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://maharashtracollege.org/assets/pdf/Academic%20Calendar%202020-21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.95	2004	16/02/2004	15/02/2009
Cycle 2	B++	2.88	2017	22/02/2017	21/02/2022
6. Date of Establishment of IQAC			07/07/2009		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	2021	00	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Student Development Activities: • Online Orientation Programme for First Year students • Virtual Interactive session of Final Year students with Principal. • Mentorship Programme for all students. • Academic Monitoring through Result Analysis.</p>		
<p>Teacher-Assistance Activities: • A national workshop was organized on 'Review of Literature for Research' to promote research on 24th March 2021. • CAS interviews were successfully organized for 18 teachers on 25th March 2021. • Faculty-wise staff meetings were conducted to motivate for research-based initiatives such major and minor research projects and publications. • Syllabus completion reports were collected from teachers at the end of the academic year.</p>		
<p>Creating Environmental Consciousness • National Level Webinar on "Mangroves - Distribution, Adaptation and Biodiversity" was organized on 27th February 2021 to enlighten the importance of conservation and benefits of Mangroves. • 'Republic Ride' was organized on Republic Day to encourage the use of bicycle to promote health and environment awareness.</p>		
<p>Inculcating Social Responsibility: • National Webinar on "Human Rights & Health" was organized on 27th January 2021 • Appeal was made to teachers to contribute towards fees of deserving students affected by economic crisis due to pandemic and consequently funds were collected..</p>		

Gender Sensitization Programmes: • International Women's Day Celebration - A Webinar on "Women's Health and Hygiene" was conducted on 7th March 2021. International webinar on "Bold and the Beautiful: Representation of Women in Literature and Society" was organised on 8th March 2021. • Students were oriented to participate in quizzes based on Gender issues

Regular meetings of the IQAC. Timely submission of AQAR to NAAC. Framing of Academic Calendar Feedback taken from students, parents, teachers, employers and alumni.

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

Plan of Action	Achievements/Outcomes
Promotion of Research	Followed by the incessant efforts and motivation of the IQAC in upgrading the standards of the institution, two international and one national conference were organized. Consequently, papers presented in the Conferences were published in Peer Reviewed Journal. A national workshop was organized on 'Review of Literature for Research' to promote research on 24th March 2021
Placement of Teachers	IQAC organized CAS interviews for 18 teachers on March 25, 2021.
Feedback Mechanism	Google forms were generated to collect responses from various stakeholders of the institute- Students, Teachers, Parents, Alumni and Employers. These responses were analysed and presented to these authorities.
ISR activities	National Webinar on "Human Rights & Health" was organized on 27th January 2021 Appeal was made to teachers to contribute towards fees of deserving

	students affected by economic crisis due to pandemic and consequently funds were collected.
Mentorship Programme	Students were mentored through phone calls and other virtual modes such as what's app, zoom, MS Teams, etc.
Updating College Website	The college website was updated to provide information related to Admission, Examination, Student Details, etc.

13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body
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Name	Date of meeting(s)
College Development Committee	25/10/2021

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2020-2021	11/02/2022

Extended Profile

1. Programme

1.1 474

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1 2379

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 00

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 727

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 59

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 53

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	474
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2379
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	00
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	727
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	59
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	53
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	17.87
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	223
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As our Institution is affiliated to University of Mumbai it is governed by the overall guidelines and procedures framed by the University. Curriculum is framed by the University through senior faculty members nominated into Board of Studies from various colleges affiliated to University of Mumbai. As per the guidelines from the University during the Pandemic, online lectures and practicals were conducted for the students based on a well prepared timetable. In addition to that learners were also assisted by providing soft copy of study material, by uploading the same in the Learning Management System adopted by the Institution. For the effective implementation of the curriculum faculty members adopted ICT enabled teaching methods such as videos, powerpoint presentations, Whatsapp groups, film adaptations, online quiz, online assignments, virtual tours etc. Faculty members prepared teaching plans which reflected the teaching time required for each module of the syllabus. Every topic of the curriculum is assigned definite number of lectures. The departments and various

committees also conducted online guest lectures and webinars for the students.

The college has resourceful library with books available on every subject. The library has digitalized old question papers and scanned copies of syllabus. The students were also provided with scanned copies of their subject books by the library to the students as they were not able to physically come to the library.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

A committee is formed for preparation of the Academic calendar. In the beginning of the academic year the committee co-ordinates with all the different departments and committees and takes inputs from them regarding the activities they plan to do during the academic year. Based on the inputs the committee moves forward and prepares the academic year. The time period for lectures, the expected date of exams, the activities to be conducted by the different departments and committees, etc are the contents of the academic calendar

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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 year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation

A. All of the above

process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

21

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

142

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Several cross-cutting issues are integrated in the syllabus of different courses, for example, Economics has two courses on environment titled "Environmental Economics"; Sociology has a course on "Gender and Society", Foundation Course I & II, Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, Hindi Literature, etc. A Women Development Cell is formed which undertakes various activities and programmes which help in inculcating the human values which are beneficial for the society at the large and also tries to educate the female students and teachers by organising lectures on women related health issues. The activities conducted by the committee includes Awareness drive - A government initiative, National level online Quiz on Gender Equality, National level talk on 'Demystifying the Dark Net', Webinar on Women's Health and Hygiene. An International Webinar on "The Bold and the Beautiful: Gender Representation in Literature and Society" was organized by the Department of English.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

203

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://maharashtracollege.org/feedback.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://maharashtracollege.org/feedback.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

871

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

21

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

2.2 - Catering to Student Diversity

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

The teachers evaluate the background knowledge of the students by asking thought-provoking questions based on the topics taught in

the previous lecture. Difference in the participation level helps the faculty members to understand the variations in understanding levels of the students. This activity is exercised for all the classes. After completion of the unit, the students are motivated to undertake a quiz based on the unit taught. The difference in the performance level of students helps the teachers to get an insight into the grasping level of the students. Accordingly, the lectures are planned to fulfil the needs of both, slow learners and advanced learners. In addition, the students of all the classes are given assignments related to their courses. Assessment of the assignments serve to understand the cognitive level of the students. The following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters, providing notes in simple language, regular tests, etc. To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as the conduct of workshops, seminars, debates, etc. Advanced learners are also provided with additional reading and reference material.

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

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

Number of Students	Number of Teachers
2369	59

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Lectures and practicals are an important part of conveying information and improving the knowledge base of the learners. In addition, learners are motivated to interact during the lectures

and discuss their point of views. Learning is made interactive by encouraging students' participation in group discussion, role-play, subject quiz, etc. Projects are an integral part of the syllabus which help to augment the understanding of the given topic. Problem solving methods are used to develop the understanding of the learners. Internships teach valuable on-the-job skills and provide excellent networking opportunities to the students. Audio-visual mode of teaching has always been an effective tool. Film adaptations, YouTube Videos, and animations are help to get a better understanding of the subject. Students are given different topics to prepare their presentations that are assessed and evaluated regularly. Virtual tour to Jijamata Udyan, Byculla, ACTREC, TATA memorial cancer Hospital are conducted to give an enriching experience to the learning.

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Due to Covid-19 pandemic lockdown, online teaching and learning was adopted. MS Teams was used by all the teachers of our college to conduct the lectures on a regular basis. Digital white boards, WhatsApp groups, Kahoot app, etc. were used for enhancing the learning experience of the students. PowerPoint presentations and YouTube videos were used to clarify the concepts and make the teaching-learning process effective. E-books and e-journals were shared with the students for increasing their knowledge-base. Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Viva Voce of Research projects was held online through MS Teams. Tests and assignments were conducted using Google Forms. Live Quiz on topics related to the prescribed syllabus was organized using the Kahoot app. Online Guest lectures and Webinars were arranged to increase the knowledge of the students. Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

27

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

626 YEARS AND 9 MONTHS

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college adopts the pattern and schedule of examination given by the University. The institution has appointed College Examination Committee for the smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at departmental level for regular evaluation of students. Additional exams are scheduled for students who are unable to appear for regular exams due to medical reasons or participation in sports, cultural, NCC, NSS activities. Unsuccessful students are given an opportunity to appear for ATKT exams which are conducted every semester. Due to the pandemic, the college conducted all the major exams online as per the instructions from University. Orientation programmes and Online Mock-tests were conducted to help students understand the Multiple-Choice Question (MCQ) paper pattern, the time allotment, and the method of answering online questions. In addition, students were assigned projects, tests and assignments. Viva-voce

was conducted to assess the understanding of students. The results of each program were analysed to evaluate the overall performance of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

As per University guidelines, assessed paper are moderated and moderator's feedback is taken to keep transparency in assessment. The facility of revaluation by an external examiner is provided to students who are not satisfied with their marks/ assessment. The college has an Unfair Means Committee which looks into the matters related to unfair means used by the students during their examination. However, due to the pandemic, all exams were conducted in the online mode. The papers were assessed automatically invalidating the need for moderation and revaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The Programme and Course Outcomes are stated in the syllabus prescribed by the University of Mumbai. These are also displayed on the college website so as to facilitate a quick access to the outcomes specific to different programmes. Our college continuously strives to accomplish the Course Outcomes prescribed for each programme. The objectives and the outcomes of a specific course are communicated to the teachers through syllabus revision workshops organized by the University of Mumbai. These workshops communicate the need and purpose of the course as well as guide the teachers to achieve the Course Outcomes set by the university. The teachers on their part discuss the course and its outcomes with the students at the beginning of the academic year to

introduce the students to a given course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://maharashtracollege.org/pos-psos.html
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Programme outcomes and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. The Head of the Department regulates the adherence to the time-table by all the members of the department so that the prescribed syllabus is completed on time. The students are motivated to attend the lectures and practicals as well as to undertake project work wherever applicable. Guest lectures, industrial visits, field visits, co-curricular activities, etc. are organized regularly to enhance the understanding of the prescribed topics. Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback taken from the students helps to evaluate the course outcomes.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

750

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://maharashtracollege.org/feedback.html>

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 in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

3.1.2.1 - Number of teachers recognized as research guides

09

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

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

Nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Center and other initiatives to create and transfer knowledge. Our institution has signed MOUs with Here India Pvt Ltd, Tamil Nadu Teachers Education University, Lala Lajpatrai College of Commerce and Economics, and Three Dexter Education Pvt. Ltd to provide exposure to various courses, training facilities and hands on experience through internship in these organizations. The Incubation Center and Training and Placement Cell organize various activities, training, and placement workshops to inculcate the idea of Entrepreneurship and Startup in students as well as new job opportunities respectively.

The college has also collaborated with the Times of India group, which has provided internships to 20+ students in 2020-21. Apart from internship programs, there are multiple other workshops organized by various departments like benefits of Microsoft Certification organized by Dept of CS in Collaboration with ATS

Solutions, E-Workshop on Microsoft's Cloud Platform and Python in collaboration with NIIT, Webinar on Career Counselling, Public Speaking and Personality Development Webinar organized by the Dept of IT and CS in collaboration with Fly High Aviation Academy that expose students to new concepts and theories to better understand their academic modules as well as groom and prepare them for the competitive professional world beyond academics. The Research Committee of the college has also organized a Review of Literature for Research to inculcate the right attitude and approach to research practices. In order to bridge the gap between academics and professional world the college also organizes online courses like GO DIGITAL, a free digital marketing course to understand digital marketing and its scope for management students in their career.

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

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

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

16

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	https://maharashtracollege.org/assets/pdf/Publications-2020-21.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

09

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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 year

11 chapters/ books and 26 papers in conference proceedings

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The college organizes a number of extension activities to promote institute-neighborhood community relationships and to sensitize

the students towards community needs. The college is the only institution in South Mumbai that has solar power panels installed on its roof that ensure a reduced operating cost for the institute and help boost unlimited and reliable energy supply. The institute's step towards embracing a green culture thereby reducing its carbon footprint itself has created eco-consciousness in all its stakeholders. Hence, the students show a heightened enthusiasm towards activities that help in creating and promoting social and environmental awareness.

The students of our college actively participate in social service activities leading to their overall development. The college has active National Service Scheme and National Cadet Corps Units that engage in effective activities throughout the year. Through these units, the college undertakes various extension activities in the neighborhood community. NSS and NCC units of our college organized a number of activities addressing various social, environmental, and even personal issues like cleanliness, tree plantation, promoting Cycle rides as an initiative to reduce air pollution. The remarkable activity conducted by NCC girl cadets in creating awareness about the significance of vaccination drives and helping their neighbors in downloading the ArogyaSetu app and registering them for vaccines during this pandemic time is also worth mentioning.

Other departmental activities that include webinars, workshops, or talks on important issues like health and hygiene, organ donation, conservation of mangroves, representation of women in society, and literature not only help in engaging youth in meaningful activities but also aid in creating awareness about social, environmental and health issues. Further, activities like Tech-Talk on Demystifying the Dark-Net and online quizzes on various topics related to Gender sensitization, agriculture and farmers, patriotism, and road safety help in the construction of alert youth for a better and safe future. All these above-mentioned activities have a positive impact on the students and help in developing student community relationships, leadership skills, and self-confidence of students. These activities also help in cultivating the hidden personalities of students and creating responsible citizens for tomorrow.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

40

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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 year

3580

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

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

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.

The college campus accommodates two buildings, a seven-storeyed main building and two-story Annex Building with mezzanine floor. The College hall with a capacity of 400 seats is situated on the ground floor. Near the main entrance, there is a security cabin, multi-purpose window and book-stall for the convenience of students. An air-conditioned, noise free, well-equipped designated room for IQAC is on the first floor. The college office situated on second floor has separate cabins for Registrar, Head Clerk, Accountant and all junior clerks. It is equipped with photocopy machine, personal computers, printers, cupboards, water filters and other amenities. The college campus is CCTV monitored from the Principals office. A separate Examination Committee Office is functional, for University and college Examinations. A Girl's Common Room is also situated on the second floor. Attached washroom, filtered drinking water, sanitary napkin dispensing machine, notice display boards, mirror and proper furniture to cater to needs of female students are some important features of the Girl's Common Room. There are in all 26 class rooms available from first to seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. These consist of updated and relevant infrastructural facilities including computers, printers, LCD projectors, required instruments and staff common rooms. The college library is situated on the seventh floor. Library comprises of reading rooms, nine cabins, stacks for stocking books, seating arrangement for students, catalogue cabinets containing catalogue cards arranged according to author, title and subjects. Reading room and cabins can accommodate 300 students at a time. The cabins along with the reading room are used as group

discussions and lectures. The library has its own computer and photocopying machine. The terrace of the main building is used to conduct workshops on self-defence. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. College auditorium is situated on the ground floor of the building with decent, fully air conditioned, noise free space with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. It is an appropriate venue for important guest lectures, film shows, seminars, workshops, and conferences. Information technology and Computer Science department have five well equipped computer labs and one especially created computer lab for commerce faculty. The annex building also houses a Gymkhana constructed on its terrace to cater to physical well being of the students and the staff. . It houses some indoor games like Table Tennis, Carrom and Chess. The students practice sessions and competitions are organized regularly. With all the constraints and limitations, the institution has been trying its best to make optimum utilization of the available resources and it can be seen at every nook and corner of both the buildings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.maharashtracollege.org/campus.html

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

The college has a quadrangle hall on the ground floor for conducting different cultural activities, annual functions, yoga activity, NCC cadet training and different games like football, boxing, cricket, volleyball, etc. College also has one gymkhana for the students. Gymkhana conducts various team and individual sports for both degree and junior college students. It has facilities for indoor games. The college auditorium is situated on the ground floor of the building which is fully air-conditioned and noise-free with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well designed permanent dais. It is an appropriate venue for workshops, seminars, conferences, guest lectures, film screening, etc. The college auditorium is

thus used for all co-curricular and extra-curricular activities of the college. Information technology and Computer Science department have five well-equipped computer labs and one specially created computer lab for commerce faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.maharashtracollege.org/facility.html

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

33

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

17.87

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software: Soul 2.0.0.12
- Nature of automation (fully or partially): Fully
- Version : 2.0.0.12
- Year of Automation: 2004

Maharashtra College Library Purchased 'Library Management Software' i.e. "Software for University Libraries" (SOUL) in February 2004 which is designed and developed by the INFLIBNET Centre Ahmedabad. We are using Catalogue, Circulation and OPAC and Administration Module of the software have entered records for books 63332 and 3700 active members. Web OPAC is available in college LAN with the link <http://192.168.1.178/webopac/> . The software is used to issue and return the books, report generation, statistics, cataloguing and to search library collection. It also has the mechanism of bar-coding, the printing of spine labels and borrowers cards. Library has eight computers (01 Server + 04 Staff + 01 faculty + 02 students) all computers are connected through LAN. The library has one black and white printer and one colour Canon Printer cum Scanner used for printing and scanning of the documents.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

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

1.22

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

16.54

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a total of 246 computers out of which 236 are having good quality internet facilities. College also has 7laptops for different academic programs and activities. The institution has 2 browsing centers and 7 computer centers with good WiFi and recording facility. The bandwidth available for internet connection in the Institution is 50 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, color printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mountedprojectors are provided to facilitate the faculty & students in conducting the classes. most of the computer systems are with an updated configuration.3D Printer has been set up in theCS and IT departments. Also, the institution has high-end computerswhich are used for conducting Multimedia Classes.All the systems are networked and are protected against viruses, worms &

other online attacks. All the computers in the college are connected in LAN and provided with the Ethernet leased line to facilitate high-speed internet access round the clock. Overall, the institution has well-equipped IIT facilities that are vital for training the students in state-of-art software and hardware.

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

4.3.2 - Number of Computers

246

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

4.7

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The Institute validates the requirements of classrooms, lab materials, infrastructural resources, staff, and equipment before the beginning of the academic year. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping, and maintenance of lawns are done by college peons. Laboratory equipment are regularly checked and repaired as and when needed. Moreover, the equipment's stock registers are maintained and verified every year. The College AMC (Annual Maintenance Contract) is responsible for the maintenance of computers and the smooth functioning of the network facilities in the college. Computers are upgraded periodically to cater to new software/up-gradation in software. In the library, along with a high capacity seating arrangement, research rooms with computer and internet services are available for faculty members to complete their research work. Library also provides eight small cabins which are used for individual and group study/research. The institution has many facilities such as a Common Staff Room, Girls common room, IQAC room, Prayer room, Gymkhana, Incubation center, NCC/NSS unit, and canteen for the required purpose. The Khairul Islam Higher Education Society has always given priority to facilitate effective teaching-learning and implementation of the curriculum objectives to fulfill the mission of the college. The Society not only keeps on upgrading infrastructure from time to time as per the requirement but also ensures maintenance of the same. On the recommendation of IQAC, the management takes to upgrade and enhance required infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://maharashtracollege.org/campus.html

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

10

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

29

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

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

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

510

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

510

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

99

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

04

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students represented committees like Women Development Cell, Internal Committee, Gymkhana, etc. Students were also motivated to host as well as participate in co-curricular and extra-curricular

activities such as guest lectures, webinars, web-conferences, and quizzes. Students played a major role in organizing these online events. They helped in creating Google forms for registration and feedback, soft copies of fliers and brochures for the upcoming event, dispatching the certificates to the participants, writing reports for the event, etc. Participation of the students in online events was overwhelming. They not only participated in the departmental and intra-collegiate activities, but also inter-collegiate events.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

350

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

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

The Alumni Association is not registered, yet it conducts activities for college development. Due to the pandemic, it was possible to explore the virtual platform and contact the ex-students. This provided a platform to them to share their present professional experiences and possible role they can play in the

progression of the current students and the college. They helped and guided the students in career and professional development. They also engaged in meaningful discussions with the college authorities on their possible constructive engagements with the institution.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/alumni.html
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

Our Vision

To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

Our Mission

To provide opportunities for higher education especially to girls from Muslim Community within their locality.

To disseminate quality education to equip the students with tools of gainful employment.

To encourage and inspire teachers and students to attain excellence in education.

To develop moral and intellectual outlook among students and inculcate principles of unity and national integration.

As stated in the vision and mission mentioned-above that our institution wants to attain the target of all-round development of one and all (teachers, pupils and other stakeholders); for this we have developed a very democratic nature of governance with a perspective plan, which is revised and moderated on year to year basis, and where all the stakeholders, including teachers and students, are conferred upon their privileges to be an active participant in the governance and leadership of the institution.

Various committees are formed like CDC, IQAC etc. for decentralization and participative management.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/mission-vision.html
Upload any additional information	No File Uploaded

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

The CDC (College Development Committee) of our college is the perfect example of Decentralization as well as participative management. The members of this committee include the Management, Principal, Vice Principal, Teaching Faculty, Non-teaching staff, Alumni representative and also members of the local community to ensure the participation of various stakeholders.

In the meetings held by CDC all decisions are made unanimously after a healthy discussion and after checking pros and cons of every aspect. The opinion of each and every representative is considered important and each idea is weighed thoroughly before arriving at any final decision.

As the representative of each and every area associated with the institution is included in it, the CDC becomes a perfect reflection of decentralization and participative management. For instance, if any new course has to be introduced its approval is taken in the CDC meeting. The college intends to apply for post-graduation in English and Business Economics; this proposal was put forward and approved in the CDC meeting. To accommodate more students in the campus the CDC gave consent for construction of new classrooms on the top floor of the annex building.

The IQAC also consists of representatives of management, teaching and non-teaching staff to make appropriate recommendations for quality enhancement of the institutions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the objectives of IQAC in our institution has been promotion of research. For this objective we conducted meetings with all the faculty members belonging to various departments of arts science and commerce faculty. The Principal encouraged each and every department to hold conferences - either individually or in collaboration with each other.

In keeping with the instructions, the Department of Commerce and Management Studies collaborated to organize one day online international conference on "Horizons in Commerce, Management and Economics: A Way Forward"

The participants of this International Conference were Students, Research Scholars, Academicians, Corporate professionals. The number of participants in this conference is as given below:

Male Participants 46 Female Participants 104 Total 150

Our Commerce Department collaborated with KaLa Research and Training Organization, Vijayapur. This initiative enhanced the mutual cooperation and at the same time promoted research and prepared the ground for many other conferences to be held in the post-Covid era.

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

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

The institution follows the administrative set up as designated by the higher education authorities. The management occupies the topmost position and major policy decisions are adopted with the approval of the management. Sanction of budget, appointment of staff, infrastructure alterations and other policies are executed by the principal in consultation with the management. The IQAC identifies the key areas for quality enhancement and forwards its suggestions to the principal. These are then conveyed to the respective stakeholders, that is the heads of the departments, registrar, heads of committees and other bodies. Consultation of students is considered in areas pertinent to the student community. Appointment of staff and service rules are strictly based on instructions issued by university and government bodies from time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://maharashtracollege.org/organogram.html
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Maharashtra College Employees' needs are very well taken care of by the college principal and the management.

- For financial assistance Maharashtra College Employee's Co-operative Credit Society Limited has been established. Where our teachers and non-teaching staff can avail the loan of up to three hundred thousand rupees. Remarkable feature of this loan is that it provides loan at zero rate of interest.
- Apart from this the teachers have also taken another initiative and have created a contributory fund to provide interest-free loans to its members. Just a nominal amount as loan processing fee is collected at the beginning, and then no other charges are collected at all.
- During the lockdown when everyone went through a staunch financial turmoil, our college took a noble initiative: We raised funds from our teaching staff and distributed it amongst 12 Non-teaching staff members on a monthly basis. Though it was a very meager amount, but to someone who is reeling under tremendous pressure due to the horrid lockdown it proved to be a huge boon.

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

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

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

NIL

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

26

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC of our college makes it sure that the Performance of our teaching and non-teaching staff always keeps spiraling upwards. And to serve this purpose, IQAC distributes self appraisal forms at the end of each academic year. The staff is supposed to submit the documentary evidence as well along with it.

This data which is collected on annual basis makes the things much easier for the individuals at the time of their CAS. Whereas it also lends a helping hand on keeping a tab on the perpetual progress of the staff.

At the end of academic year Heads of the Department get confidential reports filled by the teachers which is then handed over to the principal.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our Accounts Systems works with transparency and perfection. We have two types of audits done for keeping a record of all earnings

and expenditures. For External/Statutory Audit the services of one of the famous Chartered Accountants of Mumbai, M. M. Singhvi are availed. This audit is on yearly basis which conducted at the end of March, so that all accounts are settled and properly recorded as per the requirements.

Whereas our Internal Audit is done on weekly basis. Mirza and Associates firm handle our internal audit on weekly basis. Every Friday the account records are checked, related documents are testified and in case of any issue, it is resolved.

If any audit objection is raised, the issue is addressed in an urgent and transparent manner. The issue when submitted in writing, is scrutinized by our office staff, records are checked, if necessary the help of our auditors is sought and the issues is resolved as early as possible.

The budget statement is also presented before CDC and its recommendations are recorded.

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

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

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

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Ours is a grant-in-aid college. Hence our prime resource mobilization is the funds provided by the Government. Salaries of permanent employees are afforded by the Government. Apart from this, as per the directives and rules and regulations of the Mumbai University, we collect fees from our students and ensure its maximum utilization as per the norms. It means that the fees collected under a certain title is utilized for the same purpose only. For example, the fees collected for Library is employed for the development of Library only.

Attached herewith is the description of the Fees chart. In which the different titles of fees collection have been mentioned.

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

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

Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 200 words

1) Covid-19 has paralyzed the entire world like never before. After health, education system was one of the worst affected areas. All educational activities had come to a standstill after the strict lockdown had been imposed in the entire country. In such a gloomy atmosphere also our teachers kept the lamp of learning and teaching lit. The IQAC organized various online programmes/webinars keeping the 'student-development' as well as the 'teacher-assistance' in mind.

The details of the same are as follow:

Student Development Activities:

- Online Orientation Programme for First Year students
- Virtual Interactive session of Final Year students with Principal.

- Academic Monitoring through Result Analysis.

Teacher-Assistance Activities:

- A national workshop was organized on 'Review of Literature for Research' to promote research.
- CAS interviews were successfully organized for 18 teachers
- Faculty-wise staff meetings were conducted to motivate for research-based initiatives.
- Syllabus completion reports were collected from teachers at the end of the academic year.

2) Mentoring of students: All students were divided in different groups, under the supervision of teachers. The teachers counselled them, and collected their attendance and exam results record and tried to solve their problems virtually; Whatsapp groups of students were created to discuss their issues.

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

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

IQAC had incorporated the system of collecting Daily Teaching Reports from teachers through their HoD's. The teachers were required to prepare a semester-wise plan and then while teaching they were supposed to fill their daily teaching plan lecture-wise, accomplishments as well as the number of students attended their lectures. Along with that we also had initiated a teacher's as well as students digital attendance student through a chip-reading mechanism. But after the closure of institutions due to Covid-19, teaching learning processes became virtual. As the previous plan was not practicable anymore, teachers are now required to submit Google forms after the completion of every lecture detailing the attendance of the students, and highlighting any special activity conducted during that lecture. The worldwide famous Microsoft

Teams software is being used to serve this purpose. It had a complete record of the duration of the lecture, notes generated assignments, etc.

IQAC collected feedback from various stakeholders - teachers, students, parents, alumni and employers. The feedback responses were analysed and shared with the teaching and administrative staff. Based on these analysis action was taken for improvement.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/feedback.html
Upload any additional information	No File Uploaded

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

File Description	Documents
Paste web link of Annual reports of Institution	https://maharashtracollege.org/assets/pdf/OAC-meeting-2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Following is the list of gender equity programmes organized:

- Students (83 female & 27 male; January 2021) participated in 'Gender Sensitization and Legal Awareness - A Government of India Initiative' quiz programme to inculcate values of equality, inclusivity and diversity.
- A national level online awareness quiz on 'Gender Equality' (24/01/2021 to 26/01/2021; 804 female & 261 male) was organized.
- To create awareness about cybercrimes and motivate especially among female participants to practice cyber hygiene, a national level - Tech talk on "Demystifying the Dark Net" was organized (06/03/2021; 83 female & 62 male participants).
- To create an awareness about allocation of budgetary expenditure to Indian females, a talk on "Engendering Budget Past, Present and Future." was organized (10/03/21; 68 female & 30 male participants).
- International Webinar titled, "Bold and the Beautiful: Representation of Women in Literature and Society" was organized (07/03/2021; 188 female & 69 male participants).
- A poster competition on 'Remembering women scientists' was organized to create awareness about the contribution of women scientists (08/03/2021; 56 female & 9 male participants).
- Webinar on 'Women's Health and Hygiene' (08/03/2021; 117 female & 17 male participants) was organized to educate about hygiene practices during menstruation and its health impact.

File Description	Documents
Annual gender sensitization action plan	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.1%20a.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.1%20b.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy
Biogas plant Wheeling to the Grid Sensor-

B. Any 3 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Owing to several limitations imposed in the form of lockdown due to COVID pandemic situation, the institution managed to contribute in waste management activities. Following is the list:

- The institution participated in the waste management awareness talk organized by the NGO - Global Green Resonance Foundation (21/11/2020 & 09/01/2021).
- On Republic day (26/01/2021) the waste collected from the institution and the neighboring area was sorted into plastic garbage, paper waste, hard plastic waste, and some e-waste. The waste collected and sorted by the institution was received by the NGO - Global Green Resonance Foundation.
- The institution also participated in the waste collection drive organized by the University of Mumbai. A total of 25 kg waste submitted to the waste collecting van send by the university (06/02/2021).

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
 1.Green audit
 2. Energy audit
 3.Environment audit
 4.Clean and green campus recognitions/awards
 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

C. Any 2 of the above

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

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

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

Following is the list of activities:

- **"Awareness Drive - A Government of India Initiative" (January 2021; 479 participants): The students were informed about the MyGov.in website and motivated to participate in**

multiple activities conducted through this portal to create awareness among students on social, political and economic transformation of India.

- Organ Donation Awareness (28/02/2021; 28 participants): The event was organised to give general awareness regarding organ donation. Also several related myths were busted.
- Mask Distribution & Covid-19 Awareness in Local Area was organised (November 2020 / January 2021). Poor people were distributed free masks to ensure that they understand and follow SoPs in current pandemic situation.
- A visit to Cancer Aid and Research Foundation (CARF) dated 22/02/2021 (9 participants) was organised to sensitize students regarding efforts made by this NGO towards the welfare of underprivileged cancer patients, without distinction of caste or religion.
- Prabhat pheri - "?????? ?? ???? - ??? ???? ??????" (01 - 06/12/2020; 27 participants): The early morning awareness activities were arranged by the institution to spread awareness of life style related diseases and to promote activities for healthy lifestyle among the locals.

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

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

Following is the list of activities:

- To create awareness about cybercrimes and motivate participants to practice cyber hygiene, a national level - Tech talk on "Demystifying the Dark Net" was organized on 06/03/2021 (145 participants).
- Awareness talk on 'Role of youth volunteers during Covid-19' (11/05/2021; 29 participants): The importance of the volunteering and all the opportunities that it can bring was explained in the session.
- National webinar on "Right to Health in the Constitution of India" (27/01/2021; 60 participants) was organized to help students to create their understanding on their right to health & medical negligence during this pandemic situation.

- The foundation course of under graduates have a section on Human Rights in their syllabus.
- Webinar on Mangroves-Distribution Adaptation and Diversity (27/02/2021; 68 participants) was organized to sensitize students and staff regarding their constitutional duties to protect, preserve and improve the natural environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.9.pdf
Any other relevant information	Nil

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

Following is the list of activities:

- Swacchata Pakhwada was observed from 01/02/2020 to 15/02/2020 during which the NCC cadets participated in cleaning activities of the local area and planted trees in residential areas.
- "Light up Life" for Martyrdom" was observed on 26/11/2020 (12 participants) at 7:00 pm to remember the sacrifices made by martyrs of Mumbai attack on 26/11/2008.
- Participated and won first prize in drama competition organized on occasion of 'National Parliament Youth Festival' dated 07/01/2021 (5 participants).
- Republic Day on 26/01/2021 was celebrated with the flag hoisting, followed by the rashtriya feet performed by NCC. On the said day 'Republic Ride' was organized to encourage the use of bicycle by participating in Majhi Vasundhara Abhiyan - an initiative by Government of Maharashtra to sensitize every citizen to mitigate the effects of Climate Change.
- National Science Day on 28/02/2021 (603 participants) was celebrated by organizing national level science quiz competition.
- International Women's Day was celebrated through: i) Poster Competition on Remembering women scientists, ii) International webinar on "Bold and the Beautiful: Representation of Women in Literature and Society", iii) Webinar on "Women's Health and Hygiene"
- Maharashtra Day on 01/05/2021 was celebrated with flag hoisting ceremony.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice -I

1) Title of the Practice:

DIGNITY

2) Objectives of the Practice

To provide financial help to Covid-19 Pandemic affected parents to pay the fee of their children studying in Maharashtra College of Arts, Science and Commerce & Dr. Rafiq Zakaria Centre for Post Graduate Studies and Research.

3) The Context

A large number of students had not paid the college fee due to financial constraints in Covid-19 pandemic. If the students fail to pay the fee their academic year may lapse. It was a challenging task for the college to recover the fee from such students. Hence, the authority of college decided to make a team to find out the actual cause and solution for this.

4) The Practice

As per the directives from College authority, a team consisting of teaching staff prepared a list of student with outstanding fee with the help of office student record. This team was responsible for contacting the parent or guardian to know the actual cause for not paying the fee. To raise the fund an appeal was made to college staff as well as outsider to help the needy parents in this crisis. A good number of staff members and outsider came forward to help the needy parents either in form of Charity or Zakat in order to pay the outstanding fee of their children.

The parents or guardians of the students having outstanding fees were asked to meet the college authorities. In consultation with parents, some parents agreed to accept the help in the form of Zakat while some parents in spite of being deserved for Zakat showed their willingness to return the amount in instalments. To maintain the dignity of such parents the college authority decided to sanction interest free loan.

The college helped the deserving students for the payment of outstanding fee from following sources:

- Student Aid Fund (SAF)
- Charity/ Zakat from College staff and
- Charity / Zakat from Outsiders

Giving interest free loan to students for paying their outstanding

fees is a unique idea where the dignity of the parents and students can be maintained. As they were in need of some financial help for the time being, therefore keeping their self-respect in mind, this scheme was developed. The students from Junior and Degree College could continue their course through this scheme.

5) Evidence of Success:

In spite of all odds, the scheme DIGNITY proved very successful. Around 53 students from junior as well as degree section benefitted through the DIGNITY scheme. They were able to pay their outstanding fees in time and appeared in the exam. The parents were very happy as they were much tensed due to non-payment of fees of their children.

The success of this scheme indicates that in difficult times if we help parents and students, keeping in mind their dignity, they are happy and satisfied and get motivation to study further and face any challenge in their lives. The summary of the scheme is as follows:

Total fund generated:

Rs. 2,98,086/- A) Amount Sanctioned through Zakat: Rs. 1,51,780/-
B) Amount Sanctioned through interest free Loan: Rs. 61,180/- C)
Amount Sanctioned through SAF: Rs. 78,000/- Total (A+B+C): Rs.
2,90.960/-

6) Problems Encountered and Resources Required:

Limitations faced during the process:

- Generation of fund for giving interest free loan to large number of students.
- Fixing the number of instalments as some parents may ask more number of instalments and if permitted, then it might delay the recovery of the loan and this may create problems in successful implementation of the scheme.
- Difficult to meet each and every parent or student in the college and investigate their case if they were really deserving or needy.
- Disbursement of the amount to them either interest free loan or Zakat, was also difficult as they were not able to come to the college easily, particularly the parents staying far away from the college.
- COVID norms were followed during the entire exercise.

7) Notes:

Generally, the scheme of interest free loan is not adopted. Instead, the help by way of charity or donation is given. But by giving interest free loan, the DIGNITY of parents and students can be maintained and they can also solve the problem of financial crisis with self-respect. Other colleges can also help the needy students in this way.

Best Practice -II

1) Title of the Practice:

Maharashtra College Employees Co-operative Credit Society Ltd.

2) Objectives of the Practice

To provide financial assistance to the in-service employees of Maharashtra College of Arts, Science and Commerce & Dr. Rafiq Zakaria Centre for Post Graduate Studies and Research in financial constraints.

3) The Context:

It was observed that many in-service employees of Maharashtra College were facing financial constraints. Hence, Maharashtra College Employees Co-operative Credit Society Ltd. was established in 1971 with an objective to provide financial assistance to the in-service employees of Maharashtra College. The society is registered under Co-operative Credit Society Ltd.

(BOM/RSR/552/1971 dated 23/3/1971). The credit society is transparent and functioning smoothly till date. The newly appointed employees are encouraged to become a member of the society to get the financial assistance with 0% interest rate.

4) The Practice:

In order to provide the financial assistance in terms of loan, the availability of fund is the most challenging issue. The society has set the monthly contribution from each employee. The average contribution amount is around 1500/-. This monthly contribution generates the fund. The members can apply for loan after six months of their membership registration. The members have to pay 0.5% of loan amount as processing fee along with the application. The loan amount is sanctioned depending upon the contribution by

each member.

The minimum contribution amount and limit of loan amount is as follows:

- A) If the contribution amount is Rs. 20,000/- then the loan eligibility amount is Rs. 50,000/-
- B) If the contribution amount is Rs. 30,000/- then the loan eligibility amount is Rs. 1,00,000/-
- C) If the contribution amount is Rs. 50,000/- then the loan eligibility amount is Rs. 1,50,000/-
- D) If the contribution amount is Rs. 70,000/- then the loan eligibility amount is Rs. 2,00,000/-
- E) If the contribution amount is Rs. 80,000/- then the loan eligibility amount is Rs. 2,50,000/-
- F) If the contribution amount is Rs. 1,00,000/- then the loan eligibility amount is Rs. 3,00,000/-

The members can pay their EMI and monthly contribution in maximum 84 months and can also do prepayment. In addition to this, the credit society also provides emergency fund of Rs. 20,000/- irrespective of the contribution amount. The emergency fund has to be paid by member in maximum 10 installments.

The Maharashtra College Employees Co-operative Credit Society Ltd. is known for financial assistance to its teaching and non-teaching staff. The members can get the loan for higher studies of their children at 0% rate of interest. This feature reduces the additional burden of interest amount on members. The members get 100% contributed amount on retirement. On 10, 20 and 30 or more years of membership, the retiree will get Rs. 2000/-, Rs. 3000/- and Rs. 4000/- respectively. If the member expires, the nominee will get Rs. 5000/-. The credit society gives Rs. 10,000/- to the members suffering from cancer/ heart problem/ kidney failure from Share Holder Welfare Fund.

5) Evidence of Success:

The Credit Society has been sanctioning loan to its employees since long. The number of beneficiaries of last three years is mentioned below.

A) For the financial year 2018-19, 27 members were sanctioned the loan amount worth Rs. 75.70 L.

B) For the financial year 2019-20, 32 members were sanctioned the loan amount worth Rs. 79.80 L.

C) For the financial year 2020-21, 37 members were sanctioned the loan amount worth Rs. 1.04 Cr.

The success of credit society is evidenced by the number of beneficiaries and amount credited. The data reveals the availability of enough funds and the limit of loan amount may be increased in future. The credit society provides facility to existing loan borrowers to apply for further loan if they have paid 50% of existing loan amount.

6) Problems Encountered and Resources Required:

The credit society receives many loan applications so it requires time to sanction the loan to each applicant. Sometimes it takes up to six months for loan sanction. This is the major problem in case of urgent loan. This problem can be resolved if the EMI payment period is reduced. This will generate the fund easily and the loan can be sanctioned to maximum applicants.

7) Notes

Other colleges can also provide financial assistance to their employee with 0% interest rate.

File Description	Documents
Best practices in the Institutional website	https://maharashtracollege.org/assets/pdf/best-practices2020-21.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SOCIAL RESPONSIBILITY INITIATIVES:

- The institution has collected goods and cash for several

relief funds organized to support people affected by natural calamities like Kerala flood (Kerala Relief Drive from August to September 2018 - donated two trucks of goods and cash ? 23 lakhs), Karnataka flood (Karnataka Flood Relief Fund - August 2019 - donated ? 7,16,000/-), Konkan flood - Nisarg cyclone (Nisarg Cyclone Konkan Relief Fund - July 2020 - donated ? 814381/-), Covid-19 pandemic (Covid Relief Fund - April 2020 - donated ? 2,55,000/-). The donation money was received from the college staff, students, alumni and locals. The relief fund generated was donated to the affected people in collaboration with the NGO Anjuman Dardmandane Talim-o-Taraqqi Trust, Mahad.

Apart from the above relief fund drives, institution has also been involved in multiple social responsibility initiatives such as:

- Awareness drives focussing on social issues like drug addiction, and organ donation drives.
- Cleanliness drives / Swaccha Bharat Abhiyan.
- Mask distribution & Covid-19 awareness programmes in the local area.
- Blood donation camps.
- Tree plantation activities.
- Pan card / Domicile certificate / Passport preparation drives / camps.
- Donation of study materials to the school students.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As our Institution is affiliated to University of Mumbai it is governed by the overall guidelines and procedures framed by the University. Curriculum is framed by the University through senior faculty members nominated into Board of Studies from various colleges affiliated to University of Mumbai. As per the guidelines from the University during the Pandemic, online lectures and practicals were conducted for the students based on a well prepared timetable. In addition to that learners were also assisted by providing soft copy of study material, by uploading the same in the Learning Management System adopted by the Institution. For the effective implementation of the curriculum faculty members adopted ICT enabled teaching methods such as videos, powerpoint presentations, Whatsapp groups, film adaptations, online quiz, online assignments, virtual tours etc. Faculty members prepared teaching plans which reflected the teaching time required for each module of the syllabus. Every topic of the curriculum is assigned definite number of lectures. The departments and various committees also conducted online guest lectures and webinars for the students.

The college has resourceful library with books available on every subject. The library has digitalized old question papers and scanned copies of syllabus. The students were also provided with scanned copies of their subject books by the library to the students as they were not able to physically come to the library.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

A committee is formed for preparation of the Academic calendar.

In the beginning of the academic year the committee co-ordinates with all the different departments and committees and takes inputs from them regarding the activities they plan to do during the academic year. Based on the inputs the committee moves forward and prepares the academic year. The time period for lectures, the expected date of exams, the activities to be conducted by the different departments and committees, etc are the contents of the academic calendar

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

21

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

142

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Several cross-cutting issues are integrated in the syllabus of different courses, for example, Economics has two courses on environment titled "Environmental Economics"; Sociology has a course on "Gender and Society", Foundation Course I & II, Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to

students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, Hindi Literature, etc. A Women Development Cellis formed which undertakes various activities and programmes which help in inculcating the human values which are beneficial for the society at the large and also tries to educate the female students and teachers by organising lectures on women related health issues. The activities conducted by the committee includes Awareness drive - A government initiative, National level online Quiz on Gender Equality, National level talk on 'Demystifying the Dark Net', Webinar on Women's Health and Hygiene. An International Webinar on "The Bold and the Beautiful: Gender Representation in Literature and Society" was organized by the Department of English.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
203	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://maharashtracollege.org/feedback.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://maharashtracollege.org/feedback.html
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

871

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

21

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

2.2 - Catering to Student Diversity

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

The teachers evaluate the background knowledge of the students by asking thought-provoking questions based on the topics taught in the previous lecture. Difference in the participation level helps the faculty members to understand the variations in understanding levels of the students. This activity is exercised for all the classes. After completion of the unit, the students are motivated to undertake a quiz based on the unit taught. The difference in the performance level of students helps the teachers to get an insight into the grasping level of the students. Accordingly, the lectures are planned to fulfil the needs of both, slow learners and advanced learners. In addition, the students of all the classes are given assignments related to their courses. Assessment of the assignments serve to understand the cognitive level of the students. The following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters,

providing notes in simple language, regular tests, etc. To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as the conduct of workshops, seminars, debates, etc. Advanced learners are also provided with additional reading and reference material.

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

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

Number of Students	Number of Teachers
2369	59

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Lectures and practicals are an important part of conveying information and improving the knowledge base of the learners. In addition, learners are motivated to interact during the lectures and discuss their point of views. Learning is made interactive by encouraging students' participation in group discussion, role-play, subject quiz, etc. Projects are an integral part of the syllabus which help to augment the understanding of the given topic. Problem solving methods are used to develop the understanding of the learners. Internships teach valuable on-the-job skills and provide excellent networking opportunities to the students. Audio-visual mode of teaching has always been an effective tool. Film adaptations, YouTube Videos, and animations are help to get a better understanding of the subject. Students are given different topics to prepare their presentations that are assessed and evaluated regularly. Virtual tour to Jijamata Udyan, Byculla, ACTREC, TATA memorial cancer Hospital are conducted to give an

enriching experience to the learning.

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Due to Covid-19 pandemic lockdown, online teaching and learning was adopted. MS Teams was used by all the teachers of our college to conduct the lectures on a regular basis. Digital white boards, WhatsApp groups, Kahoot app, etc. were used for enhancing the learning experience of the students. PowerPoint presentations and YouTube videos were used to clarify the concepts and make the teaching-learning process effective. E-books and e-journals were shared with the students for increasing their knowledge-base. Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Viva Voce of Research projects was held online through MS Teams. Tests and assignments were conducted using Google Forms. Live Quiz on topics related to the prescribed syllabus was organized using the Kahoot app. Online Guest lectures and Webinars were arranged to increase the knowledge of the students. Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

27

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

626 YEARS AND 9 MONTHS

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college adopts the pattern and schedule of examination given by the University. The institution has appointed College Examination Committee for the smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at departmental level for regular evaluation of students. Additional exams are scheduled for students who are unable to appear for regular exams due to medical reasons or participation in sports, cultural, NCC, NSS activities. Unsuccessful students are given an opportunity to appear for ATKT exams which are conducted every semester. Due to the pandemic, the college conducted all the major exams online as per the instructions from University. Orientation programmes and Online Mock-tests were conducted to help students understand the Multiple-Choice Question (MCQ) paper pattern, the time allotment, and the method of answering online questions. In addition, students were assigned projects, tests and assignments. Viva-voce was conducted to assess the understanding of students. The results of each program were analysed to evaluate the overall performance of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

As per University guidelines, assessed paper are moderated and moderator's feedback is taken to keep transparency in

assessment. The facility of revaluation by an external examiner is provided to students who are not satisfied with their marks/assessment. The college has an Unfair Means Committee which looks into the matters related to unfair means used by the students during their examination. However, due to the pandemic, all exams were conducted in the online mode. The papers were assessed automatically invalidating the need for moderation and revaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The Programme and Course Outcomes are stated in the syllabus prescribed by the University of Mumbai. These are also displayed on the college website so as to facilitate a quick access to the outcomes specific to different programmes. Our college continuously strives to accomplish the Course Outcomes prescribed for each programme. The objectives and the outcomes of a specific course are communicated to the teachers through syllabus revision workshops organized by the University of Mumbai. These workshops communicate the need and purpose of the course as well as guide the teachers to achieve the Course Outcomes set by the university. The teachers on their part discuss the course and its outcomes with the students at the beginning of the academic year to introduce the students to a given course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://maharashtracollege.org/pos-psos.html
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Programme outcomes and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. The Head of the Department regulates the adherence to the time-table by all the members of the department so that the prescribed syllabus is completed on time. The students are motivated to attend the lectures and practicals as well as to undertake project work wherever applicable. Guest lectures, industrial visits, field visits, co-curricular activities, etc. are organized regularly to enhance the understanding of the prescribed topics. Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback taken from the students helps to evaluate the course outcomes.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

750

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://maharashtracollege.org/feedback.html>

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 in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

3.1.2.1 - Number of teachers recognized as research guides

09

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

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

Nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Center and other initiatives to create and transfer knowledge. Our institution has signed MOUs with Here India Pvt Ltd, Tamil Nadu Teachers Education University, Lala Lajpatrai College of Commerce and Economics, and Three Dexter Education Pvt. Ltd to provide exposure to various courses, training facilities and hands on experience through internship in these organizations. The Incubation Center and Training and Placement Cell organize various activities, training, and placement workshops to inculcate the idea of Entrepreneurship and Startup in students as well as new job opportunities respectively.

The college has also collaborated with the Times of India group, which has provided internships to 20+ students in 2020-21. Apart from internship programs, there are multiple other workshops organized by various departments like benefits of Microsoft Certification organized by Dept of CS in Collaboration with ATS Solutions, E-Workshop on Microsoft's Cloud Platform and Python in collaboration with NIIT, Webinar on Career Counselling, Public Speaking and Personality Development Webinar organized by the Dept of IT and CS in collaboration with Fly High Aviation Academy that expose students to new concepts and theories to better understand their academic modules as well as groom and prepare them for the competitive professional world beyond academics. The Research Committee of the college has also organized a Review of Literature for Research to inculcate the right attitude and approach to research practices. In order to bridge the gap

between academics and professional world the college also organizes online courses like GO DIGITAL, a free digital marketing course to understand digital marketing and its scope for management students in their career.

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

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

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

16

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	https://maharashtracollege.org/assets/pdf/Publications-2020-21.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

09

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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 year

11 chapters/ books and 26 papers in conference proceedings

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The college organizes a number of extension activities to promote institute-neighborhood community relationships and to sensitize the students towards community needs. The college is the only institution in South Mumbai that has solar power panels installed on its roof that ensure a reduced operating cost for the institute and help boost unlimited and reliable energy supply. The institute's step towards embracing a green culture thereby reducing its carbon footprint itself has created eco-consciousness in all its stakeholders. Hence, the students show a heightened enthusiasm towards activities that help in creating and promoting social and environmental awareness.

The students of our college actively participate in social service activities leading to their overall development. The college has active National Service Scheme and National Cadet Corps Units that engage in effective activities throughout the year. Through these units, the college undertakes various extension activities in the neighborhood community. NSS and NCC units of our college organized a number of activities addressing various social, environmental, and even personal issues like cleanliness, tree plantation, promoting Cycle rides as an initiative to reduce air pollution. The remarkable activity conducted by NCC girl cadets in creating awareness about the significance of vaccination drives and helping their neighbors in downloading the ArogyaSetu app and registering them for vaccines during this pandemic time is also worth mentioning.

Other departmental activities that include webinars, workshops, or talks on important issues like health and hygiene, organ donation, conservation of mangroves, representation of women in society, and literature not only help in engaging youth in meaningful activities but also aid in creating awareness about social, environmental and health issues. Further, activities like Tech-Talk on Demystifying the Dark-Net and online quizzes on various topics related to Gender sensitization, agriculture and farmers, patriotism, and road safety help in the construction of alert youth for a better and safe future. All these above-mentioned activities have a positive impact on the students and help in developing student community relationships, leadership skills, and self-confidence of students. These activities also help in cultivating the hidden personalities of students and creating responsible citizens for tomorrow.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

40

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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 year

3580

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

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

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.

The college campus accommodates two buildings, a seven-storeyed main building and two-story Annex Building with mezzanine floor. The College hall with a capacity of 400 seats is situated on the ground floor. Near the main entrance, there is a security cabin, multi-purpose window and book-stall for the convenience of students. An air-conditioned, noise free, well-equipped designated room for IQAC is on the first floor. The college office situated on second floor has separate cabins for Registrar, Head Clerk, Accountant and all junior clerks. It is equipped with photocopy machine, personal computers, printers, cupboards, water filters and other amenities. The college campus is CCTV monitored from the Principals office. A separate Examination Committee Office is functional, for University and college Examinations. A Girl's Common Room is also situated on the second floor. Attached washroom, filtered drinking water, sanitary napkin dispensing machine, notice display boards, mirror and proper furniture to cater to needs of female students are some important features of the Girl's Common Room. There are in all 26 class rooms available from first to seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. These consist of updated and relevant infrastructural facilities including computers, printers, LCD projectors, required instruments and staff common rooms. The college library is situated on the seventh floor. Library comprises of reading rooms, nine cabins, stacks for stocking books, seating arrangement for students, catalogue cabinets containing catalogue cards arranged according to author, title and subjects. Reading room and cabins can accommodate 300 students at a time. The cabins along with the reading room are used as group discussions and lectures. The library has its own computer and photocopying machine. The terrace of the main building is used to conduct workshops on self-defence. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. College auditorium is situated on the ground floor of the building with decent, fully air conditioned, noise free space with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. It is an appropriate venue for

important guest lectures, film shows, seminars, workshops, and conferences. Information technology and Computer Science department have five well equipped computer labs and one especially created computer lab for commerce faculty. The annex building also houses a Gymkhana constructed on its terrace to cater to physical well being of the students and the staff. . It houses some indoor games like Table Tennis, Carrom and Chess. The students practice sessions and competitions are organized regularly. With all the constraints and limitations, the institution has been trying its best to make optimum utilization of the available resources and it can be seen at every nook and corner of both the buildings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.maharashtracollege.org/campus.html

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

The college has a quadrangle hall on the ground floor for conducting different cultural activities, annual functions, yoga activity, NCC cadet training and different games like football, boxing, cricket, volleyball, etc. College also has one gymkhana for the students. Gymkhana conducts various team and individual sports for both degree and junior college students. It has facilities for indoor games. The college auditorium is situated on the ground floor of the building which is fully air-conditioned and noise-free with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well designed permanent dais. It is an appropriate venue for workshops, seminars, conferences, guest lectures, film screening, etc. The college auditorium is thus used for all co-curricular and extra-curricular activities of the college. Information technology and Computer Science department have five well-equipped computer labs and one specially created computer lab for commerce faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.maharashtracollege.org/facility.html

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

33

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

17.87

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software: Soul 2.0.0.12

- Nature of automation (fully or partially): Fully
- Version : 2.0.0.12
- Year of Automation: 2004

Maharashtra College Library Purchased 'Library Management Software' i.e. "Software for University Libraries" (SOUL) in February 2004 which is designed and developed by the INFLIBNET Centre Ahmedabad. We are using Catalogue, Circulation and OPAC and Administration Module of the software have entered records for books 63332 and 3700 active members. Web OPAC is available in college LAN with the link <http://192.168.1.178/webopac/> . The software is used to issue and return the books, report generation, statistics, cataloguing and to search library collection. It also has the mechanism of bar-coding, the printing of spine labels and borrowers cards. Library has eight computers (01 Server + 04 Staff + 01 faculty + 02 students) all computers are connected through LAN. The library has one black and white printer and one colour Canon Printer cum Scanner used for printing and scanning of the documents.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.22

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

16.54

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a total of 246 computers out of which 236 are having good quality internet facilities. College also has 7laptops for different academic programs and activities. The institution has 2 browsing centers and 7 computer centers with good WiFi and recording facility. The bandwidth available for internet connection in the Institution is 50 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, color printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mountedprojectors are provided to facilitate the faculty & students in conducting the classes. most of the computer systems are with an updated configuration.3D Printer has been set up in theCS and IT departments. Also, the institution has high-end computerswhich are used for conducting Multimedia Classes.All the systems are networked and are protected against viruses, worms & other online attacks.All the computers in the collegeare connected in LAN and provided with the Ethernet leased line to facilitate high-speed internet access round the

clock. Overall, the institution has well-equipped IIT facilities that are vital for training the students in state-of-art software and hardware.

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

4.3.2 - Number of Computers

246

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

4.7

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The Institute validates the requirements of classrooms, lab materials, infrastructural resources, staff, and equipment before the beginning of the academic year. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping, and maintenance of lawns are done by college peons. Laboratory equipment are regularly checked and repaired as and when needed. Moreover, the equipment's stock registers are maintained and verified every year. The College AMC (Annual Maintenance Contract) is responsible for the maintenance of computers and the smooth functioning of the network facilities in the college. Computers are upgraded periodically to cater to new software/up-gradation in software. In the library, along with a high capacity seating arrangement, research rooms with computer and internet services are available for faculty members to complete their research work. Library also provides eight small cabins which are used for individual and group study/research. The institution has many facilities such as a Common Staff Room, Girls common room, IQAC room, Prayer room, Gymkhana, Incubation center, NCC/NSS unit, and canteen for the required purpose. The Khairul Islam Higher Education Society has always given priority to facilitate effective teaching-learning and implementation of the curriculum objectives to fulfill the mission of the college. The Society not only keeps on upgrading infrastructure from time to time as per the requirement but also ensures maintenance of the same. On the recommendation of IQAC, the management takes to upgrade and enhance required infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://maharashtracollege.org/campus.htm 1

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

10

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

29

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

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

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

510

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

510

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

99

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

04

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students represented committees like Women Development Cell, Internal Committee, Gymkhana, etc. Students were also motivated to host as well as participate in co-curricular and extra-curricular activities such as guest lectures, webinars, web-conferences, and quizzes. Students played a major role in organizing these online events. They helped in creating Google forms for registration and feedback, soft copies of fliers and brochures for the upcoming event, dispatching the certificates to the participants, writing reports for the event, etc. Participation of the students in online events was overwhelming. They not only participated in the departmental and intra-collegiate activities, but also inter-collegiate events.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

350

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

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

The Alumni Association is not registered, yet it conducts activities for college development. Due to the pandemic, it was possible to explore the virtual platform and contact the ex-students. This provided a platform to them to share their present professional experiences and possible role they can play in the progression of the current students and the college. They helped and guided the students in career and professional development. They also engaged in meaningful discussions with the college authorities on their possible constructive engagements with the institution.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/alumni.htm 1
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Our Vision

To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

Our Mission

To provide opportunities for higher education especially to girls from Muslim Community within their locality.

To disseminate quality education to equip the students with tools of gainful employment.

To encourage and inspire teachers and students to attain excellence in education.

To develop moral and intellectual outlook among students and inculcate principles of unity and national integration.

As stated in the vision and mission mentioned-above that our institution wants to attain the target of all-round development of one and all (teachers, pupils and other stakeholders); for this we have developed a very democratic nature of governance with a perspective plan, which is revised and moderated on year to year basis, and where all the stakeholders, including teachers and students, are conferred upon their privileges to be an active participant in the governance and leadership of the institution.

Various committees are formed like CDC, IQAC etc. for decentralization and participative management.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/mission-vision.html
Upload any additional information	No File Uploaded

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

The CDC (College Development Committee) of our college is the perfect example of Decentralization as well as participative management. The members of this committee include the Management, Principal, Vice Principal, Teaching Faculty, Non-teaching staff, Alumni representative and also members of the local community to ensure the participation of various stakeholders.

In the meetings held by CDC all decisions are made unanimously after a healthy discussion and after checking pros and cons of every aspect. The opinion of each and every representative is considered important and each idea is weighed thoroughly before arriving at any final decision.

As the representative of each and every area associated with the institution is included in it, the CDC becomes a perfect reflection of decentralization and participative management. For instance, if any new course has to be introduced its approval is taken in the CDC meeting. The college intends to apply for post-graduation in English and Business Economics; this proposal was put forward and approved in the CDC meeting. To accommodate more students in the campus the CDC gave consent for construction of new classrooms on the top floor of the annex building.

The IQAC also consists of representatives of management, teaching and non-teaching staff to make appropriate recommendations for quality enhancement of the institutions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the objectives of IQAC in our institution has been promotion of research. For this objective we conducted meetings

with all the faculty members belonging to various departments of arts science and commerce faculty. The Principal encouraged each and every department to hold conferences - either individually or in collaboration with each other.

In keeping with the instructions, the Department of Commerce and Management Studies collaborated to organize one day online international conference on "Horizons in Commerce, Management and Economics: A Way Forward"

The participants of this International Conference were Students, Research Scholars, Academicians, Corporate professionals. The number of participants in this conference is as given below:

Male Participants 46 Female Participants 104 Total 150

Our Commerce Department collaborated with KaLa Research and Training Organization, Vijayapur. This initiative enhanced the mutual cooperation and at the same time promoted research and prepared the ground for many other conferences to be held in the post-Covid era.

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

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

The institution follows the administrative set up as designated by the higher education authorities. The management occupies the topmost position and major policy decisions are adopted with the approval of the management. Sanction of budget, appointment of staff, infrastructure alterations and other policies are executed by the principal in consultation with the management. The IQAC identifies the key areas for quality enhancement and forwards it suggestions to the principal. These are then conveyed to the respective stakeholders, that is the heads of the departments, registrar, heads of committees and other bodies. Consultation of students is considered in areas

pertinent to the student community. Appointment of staff and service rules are strictly based on instructions issued by university and government bodies from time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://maharashtracollege.org/organogram.html
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Maharashtra College Employees' needs are very well taken care of by the college principal and the management.

- For financial assistance Maharashtra College Employee's Co-operative Credit Society Limited has been established. Where our teachers and non-teaching staff can avail the loan of up to three hundred thousand rupees. Remarkable feature of this loan is that it provides loan at zero rate of interest.

- Apart from this the teachers have also taken another initiative and have created a contributory fund to provide

interest-free loans to its members. Just a nominal amount as loan processing fee is collected at the beginning, and then no other charges are collected at all.

• During the lockdown when everyone went through a staunch financial turmoil, our college took a noble initiative: We raised funds from our teaching staff and distributed it amongst 12 Non-teaching staff members on a monthly basis. Though it was a very meager amount, but to someone who is reeling under tremendous pressure due to the horrid lockdown it proved to be a huge boon.

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

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

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

NIL

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

26

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC of our college makes it sure that the Performance of our teaching and non-teaching staff always keeps spiraling upwards. And to serve this purpose, IQAC distributes self

appraisal forms at the end of each academic year. The staff is supposed to submit the documentary evidence as well along with it.

This data which is collected on annual basis makes the things much easier for the individuals at the time of their CAS. Whereas it also lends a helping hand on keeping a tab on the perpetual progress of the staff.

At the end of academic year Heads of the Department get confidential reports filled by the teachers which is then handed over to the principal.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our Accounts Systems works with transparency and perfection. We have two types of audits done for keeping a record of all earnings and expenditures. For External/Statutory Audit the services of one of the famous Chartered Accountants of Mumbai, M. M. Singhvi are availed. This audit is on yearly basis which conducted at the end of March, so that all accounts are settled and properly recorded as per the requirements.

Whereas our Internal Audit is done on weekly basis. Mirza and Associates firm handle our internal audit on weekly basis. Every Friday the account records are checked, related documents are testified and in case of any issue, it is resolved.

If any audit objection is raised, the issue is addressed in an urgent and transparent manner. The issue when submitted in writing, is scrutinized by our office staff, records are checked, if necessary the help of our auditors is sought and the issues is resolved as early as possible.

The budget statement is also presented before CDC and its recommendations are recorded.

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

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

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

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Ours is a grant-in-aid college. Hence our prime resource mobilization is the funds provided by the Government. Salaries of permanent employees are afforded by the Government. Apart from this, as per the directives and rules and regulations of the Mumbai University, we collect fees from our students and ensure its maximum utilization as per the norms. It means that the fees collected under a certain title is utilized for the same purpose only. For example, the fees collected for Library is employed for the development of Library only.

Attached herewith is the description of the Fees chart. In which the different titles of fees collection have been mentioned.

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

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

Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 200 words

1) Covid-19 has paralyzed the entire world like never before. After health, education system was one of the worst affected areas. All educational activities had come to a standstill after the strict lockdown had been imposed in the entire country. In such a gloomy atmosphere also our teachers kept the lamp of learning and teaching lit. The IQAC organized various online programmes/webinars keeping the 'student-development' as well as the 'teacher-assistance' in mind.

The details of the same are as follow:

Student Development Activities:

- Online Orientation Programme for First Year students
- Virtual Interactive session of Final Year students with Principal.
- Academic Monitoring through Result Analysis.

Teacher-Assistance Activities:

- A national workshop was organized on 'Review of Literature for Research' to promote research.
- CAS interviews were successfully organized for 18 teachers
- Faculty-wise staff meetings were conducted to motivate for research-based initiatives.
- Syllabus completion reports were collected from teachers at

the end of the academic year.

2) Mentoring of students: All students were divided in different groups, under the supervision of teachers. The teachers counselled them, and collected their attendance and exam results record and tried to solve their problems virtually; Whatsapp groups of students were created to discuss their issues.

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

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

IQAC had incorporated the system of collecting Daily Teaching Reports from teachers through their HoD's. The teachers were required to prepare a semester-wise plan and then while teaching they were supposed to fill their daily teaching plan lecture-wise, accomplishments as well as the number of students attended their lectures. Along with that we also had initiated a teacher's as well as students digital attendance student through a chip-reading mechanism. But after the closure of institutions due to Covid-19, teaching learning processes became virtual. As the previous plan was not practicable anymore, teachers are now required to submit Google forms after the completion of every lecture detailing the attendance of the students, and highlighting any special activity conducted during that lecture. The worldwide famous Microsoft Teams software is being used to serve this purpose. It had a complete record of the duration of the lecture, notes generated assignments, etc.

IQAC collected feedback from various stakeholders - teachers, students, parents, alumni and employers. The feedback responses were analysed and shared with the teaching and administrative staff. Based on these analysis action was taken for improvement.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/feedback.html
Upload any additional information	No File Uploaded

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

File Description	Documents
Paste web link of Annual reports of Institution	https://maharashtracollege.org/assets/pdf/OAC-meeting-2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Following is the list of gender equity programmes organized:

- Students (83 female & 27 male; January 2021) participated in 'Gender Sensitization and Legal Awareness - A Government of India Initiative' quiz programme to inculcate values of equality, inclusivity and diversity.
- A national level online awareness quiz on 'Gender

Equality' (24/01/2021 to 26/01/2021; 804 female & 261 male) was organized.

- To create awareness about cybercrimes and motivate especially among female participants to practice cyber hygiene, a national level - Tech talk on "Demystifying the Dark Net" was organized (06/03/2021; 83 female & 62 male participants).
- To create an awareness about allocation of budgetary expenditure to Indian females, a talk on "Engendering Budget Past, Present and Future." was organized (10/03/21; 68 female & 30 male participants).
- International Webinar titled, "Bold and the Beautiful: Representation of Women in Literature and Society" was organized (07/03/2021; 188 female & 69 male participants).
- A poster competition on 'Remembering women scientists' was organized to create awareness about the contribution of women scientists (08/03/2021; 56 female & 9 male participants).
- Webinar on 'Women's Health and Hygiene' (08/03/2021; 117 female & 17 male participants) was organized to educate about hygiene practices during menstruation and its health impact.

File Description	Documents
Annual gender sensitization action plan	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.1%20a.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.1%20b.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Owing to several limitations imposed in the form of lockdown due to COVID pandemic situation, the institution managed to contribute in waste management activities. Following is the list:

- The institution participated in the waste management awareness talk organized by the NGO - Global Green Resonance Foundation (21/11/2020 & 09/01/2021).
- On Republic day (26/01/2021) the waste collected from the institution and the neighboring area was sorted into plastic garbage, paper waste, hard plastic waste, and some e-waste. The waste collected and sorted by the institution was received by the NGO - Global Green Resonance Foundation.
- The institution also participated in the waste collection drive organized by the University of Mumbai. A total of 25 kg waste submitted to the waste collecting van send by the university (06/02/2021).

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

C. Any 2 of the above

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

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

Following is the list of activities:

- "Awareness Drive - A Government of India Initiative" (January 2021; 479 participants): The students were

informed about the MyGov.in website and motivated to participate in multiple activities conducted through this portal to create awareness among students on social, political and economic transformation of India.

- Organ Donation Awareness (28/02/2021; 28 participants): The event was organised to give general awareness regarding organ donation. Also several related myths were busted.
- Mask Distribution & Covid-19 Awareness in Local Area was organised (November 2020 / January 2021). Poor people were distributed free masks to ensure that they understand and follow SoPs in current pandemic situation.
- A visit to Cancer Aid and Research Foundation (CARF) dated 22/02/2021 (9 participants) was organised to sensitize students regarding efforts made by this NGO towards the welfare of underprivileged cancer patients, without distinction of caste or religion.
- Prabhat pheri - " ?????? ?? ???? - ??? ???? ????? " (01 - 06/12/2020; 27 participants): The early morning awareness activities were arranged by the institution to spread awareness of life style related diseases and to promote activities for healthy lifestyle among the locals.

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

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

Following is the list of activities:

- To create awareness about cybercrimes and motivate participants to practice cyber hygiene, a national level - Tech talk on "Demystifying the Dark Net" was organized on 06/03/2021 (145 participants).
- Awareness talk on 'Role of youth volunteers during Covid-19' (11/05/2021; 29 participants): The importance of the volunteering and all the opportunities that it can bring was explained in the session.
- National webinar on "Right to Health in the Constitution of India" (27/01/2021; 60 participants) was organized to

help students to create their understanding on their right to health & medical negligence during this pandemic situation.

- The foundation course of under graduates have a section on Human Rights in their syllabus.
- Webinar on Mangroves-Distribution Adaptation and Diversity (27/02/2021; 68 participants) was organized to sensitize students and staff regarding their constitutional duties to protect, preserve and improve the natural environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://maharashtracollege.org/assets/pdf/AQAR-20-21/criteria7/7.1.9.pdf
Any other relevant information	Nil

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

C. Any 2 of the above

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

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

Following is the list of activities:

- Swacchata Pakhwada was observed from 01/02/2020 to 15/02/2020 during which the NCC cadets participated in cleaning activities of the local area and planted trees in residential areas.
- "Light up Life" for Martyrdom" was observed on 26/11/2020 (12 participants) at 7:00 pm to remember the sacrifices made by martyrs of Mumbai attack on 26/11/2008.
- Participated and won first prize in drama competition organized on occasion of 'National Parliament Youth Festival' dated 07/01/2021 (5 participants).
- Republic Day on 26/01/2021 was celebrated with the flag hoisting, followed by the rashtriya feet performed by NCC. On the said day 'Republic Ride' was organized to encourage the use of bicycle by participating in Majhi Vasundhara Abhiyan - an initiative by Government of Maharashtra to sensitize every citizen to mitigate the effects of Climate Change.
- National Science Day on 28/02/2021 (603 participants) was celebrated by organizing national level science quiz competition.
- International Women's Day was celebrated through: i) Poster Competition on Remembering women scientists, ii) International webinar on "Bold and the Beautiful: Representation of Women in Literature and Society", iii) Webinar on "Women's Health and Hygiene"
- Maharashtra Day on 01/05/2021 was celebrated with flag hoisting ceremony.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Best Practice -I

1) Title of the Practice:

DIGNITY

2) Objectives of the Practice

To provide financial help to Covid-19 Pandemic affected parents to pay the fee of their children studying in Maharashtra College of Arts, Science and Commerce & Dr. Rafiq Zakaria Centre for Post Graduate Studies and Research.

3) The Context

A large number of students had not paid the college fee due to financial constrains in Covid-19 pandemic. If the students fail to pay the fee their academic year may lapse. It was a challenging task for the college to recover the fee from such students. Hence, the authority of college decided to make a team to find out the actual cause and solution for this.

4) The Practice

As per the directives from College authority, a team consisting of teaching staff prepared a list of student with outstanding fee with the help of office student record. This team was responsible for contacting the parent or guardian to know the actual cause for not paying the fee. To raise the fund an appeal was made to college staff as well as outsider to help the needy parents in this crisis. A good number of staff members and outsider came forward to help the needy parents either in form of Charity or Zakat in order to pay the outstanding fee of their children.

The parents or guardians of the students having outstanding fees were asked to meet the college authorities. In consultation with parents, some parents agreed to accept the help in the form of Zakat while some parents in spite of being deserved for Zakat showed their willingness to return the amount in instalments. To maintain the dignity of such parents the college authority decided to sanction interest free loan.

The college helped the deserving students for the payment of

outstanding fee from following sources:

- Student Aid Fund (SAF)
- Charity/ Zakat from College staff and
- Charity / Zakat from Outsiders

Giving interest free loan to students for paying their outstanding fees is a unique idea where the dignity of the parents and students can be maintained. As they were in need of some financial help for the time being, therefore keeping their self-respect in mind, this scheme was developed. The students from Junior and Degree College could continue their course through this scheme.

5) Evidence of Success:

In spite of all odds, the scheme DIGNITY proved very successful. Around 53 students from junior as well as degree section benefitted through the DIGNITY scheme. They were able to pay their outstanding fees in time and appeared in the exam. The parents were very happy as they were much tensed due to non-payment of fees of their children.

The success of this scheme indicates that in difficult times if we help parents and students, keeping in mind their dignity, they are happy and satisfied and get motivation to study further and face any challenge in their lives. The summary of the scheme is as follows:

Total fund generated:

Rs. 2,98,086/- A) Amount Sanctioned through Zakat: Rs. 1,51,780/- B) Amount Sanctioned through interest free Loan: Rs. 61,180/- C) Amount Sanctioned through SAF: Rs. 78,000/- Total (A+B+C): Rs. 2,90.960/-

6) Problems Encountered and Resources Required:

Limitations faced during the process:

- Generation of fund for giving interest free loan to large number of students.
- Fixing the number of instalments as some parents may ask more number of instalments and if permitted, then it might delay the recovery of the loan and this may create problems in successful implementation of the scheme.

- Difficult to meet each and every parent or student in the college and investigate their case if they were really deserving or needy.
- Disbursement of the amount to them either interest free loan or Zakat, was also difficult as they were not able to come to the college easily, particularly the parents staying far away from the college.
- COVID norms were followed during the entire exercise.

7) Notes:

Generally, the scheme of interest free loan is not adopted. Instead, the help by way of charity or donation is given. But by giving interest free loan, the DIGNITY of parents and students can be maintained and they can also solve the problem of financial crisis with self-respect. Other colleges can also help the needy students in this way.

Best Practice -II

1) Title of the Practice:

Maharashtra College Employees Co-operative Credit Society Ltd.

2) Objectives of the Practice

To provide financial assistance to the in-service employees of Maharashtra College of Arts, Science and Commerce & Dr. Rafiq Zakaria Centre for Post Graduate Studies and Research in financial constraints.

3) The Context:

It was observed that many in-service employees of Maharashtra College were facing financial constraints. Hence, Maharashtra College Employees Co-operative Credit Society Ltd. was established in 1971 with an objective to provide financial assistance to the in-service employees of Maharashtra College. The society is registered under Co-operative Credit Society Ltd. (BOM/RSR/552/1971 dated 23/3/1971). The credit society is transparent and functioning smoothly till date. The newly appointed employees are encouraged to become a member of the society to get the financial assistance with 0% interest rate.

4) The Practice:

In order to provide the financial assistance in terms of loan, the availability of fund is the most challenging issue. The society has set the monthly contribution from each employee. The average contribution amount is around 1500/-. This monthly contribution generates the fund. The members can apply for loan after six months of their membership registration. The members have to pay 0.5% of loan amount as processing fee along with the application. The loan amount is sanctioned depending upon the contribution by each member.

The minimum contribution amount and limit of loan amount is as follows:

- A) If the contribution amount is Rs. 20,000/- then the loan eligibility amount is Rs. 50,000/-
- B) If the contribution amount is Rs. 30,000/- then the loan eligibility amount is Rs. 1,00,000/-
- C) If the contribution amount is Rs. 50,000/- then the loan eligibility amount is Rs. 1,50,000/-
- D) If the contribution amount is Rs. 70,000/- then the loan eligibility amount is Rs. 2,00,000/-
- E) If the contribution amount is Rs. 80,000/- then the loan eligibility amount is Rs. 2,50,000/-
- F) If the contribution amount is Rs. 1,00,000/- then the loan eligibility amount is Rs. 3,00,000/-

The members can pay their EMI and monthly contribution in maximum 84 months and can also do prepayment. In addition to this, the credit society also provides emergency fund of Rs. 20,000/- irrespective of the contribution amount. The emergency fund has to be paid by member in maximum 10 installments.

The Maharashtra College Employees Co-operative Credit Society Ltd. is known for financial assistance to its teaching and non-teaching staff. The members can get the loan for higher studies of their children at 0% rate of interest. This feature reduces the additional burden of interest amount on members. The members get 100% contributed amount on retirement. On 10, 20 and 30 or more years of membership, the retiree will get Rs. 2000/-, Rs. 3000/- and Rs. 4000/- respectively. If the member expires, the nominee will get Rs. 5000/-. The credit society

gives Rs. 10,000/- to the members suffering from cancer/ heart problem/ kidney failure from Share Holder Welfare Fund.

5) Evidence of Success:

The Credit Society has been sanctioning loan to its employees since long. The number of beneficiaries of last three years is mentioned below.

A) For the financial year 2018-19, 27 members were sanctioned the loan amount worth Rs. 75.70 L.

B) For the financial year 2019-20, 32 members were sanctioned the loan amount worth Rs. 79.80 L.

C) For the financial year 2020-21, 37 members were sanctioned the loan amount worth Rs. 1.04 Cr.

The success of credit society is evidenced by the number of beneficiaries and amount credited. The data reveals the availability of enough funds and the limit of loan amount may be increased in future. The credit society provides facility to existing loan borrowers to apply for further loan if they have paid 50% of existing loan amount.

6) Problems Encountered and Resources Required:

The credit society receives many loan applications so it requires time to sanction the loan to each applicant. Sometimes it takes up to six months for loan sanction. This is the major problem in case of urgent loan. This problem can be resolved if the EMI payment period is reduced. This will generate the fund easily and the loan can be sanctioned to maximum applicants.

7) Notes

Other colleges can also provide financial assistance to their employee with 0% interest rate.

File Description	Documents
Best practices in the Institutional website	https://maharashtracollege.org/assets/pdf/best-practices2020-21.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SOCIAL RESPONSIBILITY INITIATIVES:

- The institution has collected goods and cash for several relief funds organized to support people affected by natural calamities like Kerala flood (Kerala Relief Drive from August to September 2018 - donated two trucks of goods and cash ₹ 23 lakhs), Karnataka flood (Karnataka Flood Relief Fund - August 2019 - donated ₹ 7,16,000/-), Konkan flood - Nisarg cyclone (Nisarg Cyclone Konkan Relief Fund - July 2020 - donated ₹ 814381/-), Covid-19 pandemic (Covid Relief Fund - April 2020 - donated ₹ 2,55,000/-). The donation money was received from the college staff, students, alumni and locals. The relief fund generated was donated to the affected people in collaboration with the NGO Anjuman Dardmandane Talim-o-Taraqqi Trust, Mahad.

Apart from the above relief fund drives, institution has also been involved in multiple social responsibility initiatives such as:

- Awareness drives focussing on social issues like drug addiction, and organ donation drives.
- Cleanliness drives / Swaccha Bharat Abhiyan.
- Mask distribution & Covid-19 awareness programmes in the local area.
- Blood donation camps.
- Tree plantation activities.
- Pan card / Domicile certificate / Passport preparation drives / camps.
- Donation of study materials to the school students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The college had planned to start new PG Courses for which applications were submitted to the University. It has been decided to pursue the application procedure further along with addition of new courses in the subject of Management Studies, M.Com in Accountancy, M.A in Urdu along with M.A in English, Economics and M. Sc in Physics, Chemistry and Zoology. Certain Courses were halted due to Pandemic and it has been planned to resume these courses after the opening of Lockdown such as Certificate Course in Value Education. Skill development courses like Calligraphy course in Urdu language will be reintroduced. Activities to promote Entrepreneurship will be enhanced under the Incubation Centre in order to provide income earning avenues for the students. E - Content development is to be promoted among faculty members. Teachers are encouraged to be well prepared in lecture presentation so that it can be recorded and uploaded on the web. Hybrid teaching to be introduced in the institution in the event of partial and gradual opening up of education sector. Admission system will be modified and conducted through online mode. The college is committed to environment consciousness. In a bid to encourage Green practices, the college plans to install electronic vehicle charger in the campus. The college plans to redesign the front façade and entrance of the college building.