

AQAR of the IQAC

The Annual Quality Assurance Report



Year 2020-2021

Patuck Polytechnic Trust's (Estd. : 1932)

PATUCK - GALA COLLEGE OF COMMERCE & MANAGEMENT

"Affiliated to University of Mumbai"

NAAC Accredited at B++ Grade with 2.77 CGPA





YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Patuck-Gala College of Commerce & Management
• Name of the Head of the institution	Dr. Meeta Pathade
• Designation	Incharge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02226692477
• Mobile No:	9167232152
• Registered e-mail	patuckgala.degrecollege@gmail.com
• Alternate e-mail	meeta.pathade@patuck.edu.in
• Address	Patuck Campus, 100, Nehru Road, Rustomba Patuck Marg, Vakola Bridge, Santacruz (E) Mumbai 400 055
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400055
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Mrs. Renita Vazirani				
• Phone No.	022-26692477				
• Alternate phone No.	9322960312				
• Mobile	9920660522				
• IQAC e-mail address	renita.vazirani@patuck.edu.in				
• Alternate e-mail address	iqac@patuck.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.patuck.edu.in/degree-college/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.patuck.edu.in/degree-college/student-corner/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.72	2010-2011	04/09/2010	03/09/2015
Cycle 2	B++	2.77	2016-2017	16/09/2016	15/09/2021
6.Date of Establishment of IQAC			08/10/2010		
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	
None	None	None	None	0	
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)		
E-content development for remote student learning in the wake of the pandemic		
Four Certificate courses suggested to be conducted during the Academic Year		
IT infrastructure augmentation with reference to increasing bandwidth		
Collaboration for FDP Exchange program to be conducted		
CO-PO-PSO mapping and attainment conducted		
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
Academic and Administrative Audit	Internal Audits were conducted
Improving design and attainment of Course Outcomes, Programme Specific Outcomes and Programme Outcomes	COs were revisited and redrafted. Also mapping and attainment of CO-PO-PSO was calculated
Undertake Quality Audits	IT, Library and Green Audits were conducted by External Experts / Agencies
Augmenting teaching learning methods	Initiatives like e-learning and experiential teaching was undertaken
Undertaking Faculty Exchange Program	FEP was conducted with B. L. Amlani College of Commerce
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee (CDC)	28/02/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	21/01/2022

Extended Profile

1. Programme

1.1

120

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

File Description	Documents
Data Template	View File

2.Student

2.1 1040

Number of students during the year

File Description	Documents
Data Template	View File

2.2 0

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

File Description	Documents
Data Template	View File

2.3 374

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 18

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 18

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	120
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1040
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	0
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	374
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	18
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	18
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	43.23
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	117
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

Patuck-Gala College of Commerce & Management is affiliated to University of Mumbai and hence, follows the curriculum designed by the affiliating University. Some of the academic bodies like IQAC, CDC, Industry Advisory Board, and ICC of the College have representation from industry and NGOs to facilitate the faculty members to upgrade their exposure to the industry and social needs for incorporating in the curriculum. Also, teachers are deputed not only for Orientation and Refreshers Courses but also for seminars and workshops to enable them effective curriculum delivery. Principal of the College is a member of BoS of an autonomous College which helps the Institution to incorporate beyond the curriculum while teaching. Every HoD compiles the departmental academic planning and submits to the IQAC which in turn prepares an academic plan of all the departments at the Institution level. IQAC takes an undertaking of syllabus completion from the teachers during the end of each academic term.

The effectiveness of the curriculum delivery is also assessed through student feedback as planned by IQAC. The feedback is through online mode. It is conducted by IQAC with the help of Feedback Committee.

The students are given an opportunity to participate in inter-collegiate seminars, workshops and competitions to enhance the curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.patuck.edu.in/degree-college/student-corner/academic-calendar/

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

Every faculty member prepares a draft of academic calendar based on the number of lectures and the quantum of curriculum to be covered, tentative date of periodical tests and other activities. Each department collects this information and prepares the academic calendar at the departmental level and submits to the IQAC. Based on the academic calendar received from all the departments, IQAC prepares an academic calendar at the Institutional level and submits to CDC. After the approval of this academic calendar, the same is uploaded on the website for the benefit of the students. In addition, the academic calendar is displayed on the staff and students notice boards. IQAC monitors the compliance of the academic calendar by every department and faculty. The Examination Committee prepares the schedule of Continuous Internal Evaluation (CIE) for all the courses. CIE enables to assess student's academic performance on a continuous basis throughout the academic year. The teachers inform the students about the schedule of CIE and the mode of its conduct. The schedule of CIE is displayed on the College website. The Convenor of the Examination Committee monitors the conduct of CIE. A record of students' marks is maintained by the Examination Committee and the course teachers. The teachers can update the records time-to-time as and when the exams or student assessment takes place. Thus, CIE provides a complete academic track record of the student during the academic year. This is also discussed with the parents, if the need felt.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.patuck.edu.in/degree-college/exam-schedule/

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

3

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
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

409

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

409

File Description	Documents
Any additional information	View File
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**

- The Institution offers courses that integrate crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.
- The students are taught professional ethics by means of taking up sound business correspondence. They are oriented about effective communication skills, personal integrity at workplace, business ethics, computer ethics, corporate governance, effective individual behaviour, personality and attitude.
- Through professional ethics, the students are introduced with the concepts of group dynamics, organizational power and politics, organizational culture. They are enabled to

cope with conflict and stress in contemporary society.

- The students are acquainted with several business laws, such as The Indian Contract Act, The Negotiable Instruments Act, Indian Companies Act, Indian Partnership Act, Consumer Protection Act, Competition, and Intellectual Property Rights, The Sale of Goods Act, The Information Technology Act.
- The students are encouraged to develop and maintain financial ethics and integrity in their profession. Hence, a course on Auditing is offered to the students. The course highlights on principles of audit and errors and frauds.
- Crosscutting issues are integrated in Add On Courses like Foundation of Human Behaviour (caters to issue of Human Values), Personality Development and Corporate Readiness (caters to issue of Professional Ethics)

File Description	Documents
Any additional information	View File
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

19

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

744

File Description	Documents
Any additional information	View File
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
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.patuck.edu.in/wp-content/uploads/2014/10/Feedback-Report-ATR.pdf

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 sanctioned seats during the year

600

File Description	Documents
Any additional information	View File
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

0

File Description	Documents
Any additional information	View File
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 Institution assesses the learning levels of the students by segregating them as per their performance in the qualifying exams at the time of their admission. The segregation of students is done on the basis of percentage of marks in their qualifying exams. The classification is done according to the students securing percentage as: 75 % and above, above 50% and below 75%, below 50%. Thus, on the basis of their learning levels, the students are referred as advanced learners, average learners and slow learners respectively. The data is forwarded to the IQAC so that various special programmes can be suggested by them and can be conducted during the Academic Year.

Special Activities/ Programmes for Advanced Learners include:

1. Academic Performance Meetings
2. Scholarship for Meritorious Students
3. Members of Students Council
4. Students Journal Publication
5. Students Articles in Magazine

Special Activities/ Programmes for Slow Learners include:

1. Remedial Lectures
2. Bridge Course
3. Participation in Intra-collegiate Activities

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

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

Number of Students	Number of Teachers
1040	18

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

The College provides an excellent teaching learning experience for the teachers and students. The teachers are encouraged to enhance learning experiences of the students. In order to provide an apt learning environment and experience to students, the teachers use student-centric teaching methodology during their class sessions and also during the conduct of co-curricular activities.

Conduct of Co-curricular Activities: As a part of department activities, each Department conducts two co-curricular activities in each academic term. Such activities enhance learning experience of the students. The students are encouraged to participate in quizzes, debates, elocution, essay-writing, etc.

Case Study Discussion: Case study discussion and presentation is a significant component for BMS & B. Com. (B&I) students.

Industrial Visits & Field Visits: The students are taken for industrial visits, nature trips and field visits every year. This gives them experiential learning and enhances their learning experiences.

Practicals and Tutorials: The students participate in computer practicals and tutorials for courses of Business Communication, and Mathematics & Statistics.

Participation in Seminars, Workshops and Conferences: The students are deputed for seminars, workshops and conferences to present their views and learn related to the event theme.

Project Work, Presentations and Assignments: The students are given project work, presentations and assignments as a part of the curriculum delivery.

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

All the teachers are conversant with ICT and the following tools are available to improve the teaching learning process.

ICT Enabled Classrooms: Every classroom is ICT enabled. The teachers can effectively deliver their lectures through the ICT class. Every classroom is Wi-fi enabled.

Academic Videos: Academic videos are shown to students online in the classroom. The College has created 'Lecture Series at Patuck', students view these videos for their ready reference of the topics taught in the class.

NDLI, Kindle & Tablets: The students and teachers are encouraged to access open resource learning material through National Digital Library of India (NDLI). **Computer Labs:** Our College has well-equipped computer labs. These labs have Wi-fi and projector screens. The computer practicals are taken with the proper projection systems, and the students get an easy hands-on learning experience of the concepts of the course.

Class WhatsApp Groups: During The class WhatsApp groups are created for easy notification and information about academic matters.

College E-mail Ids for Teachers and Students: Our teachers and students are provided with College e-mail ids for communication with the students and among the teachers.

Google Classroom: Our teachers and students use google classroom for sharing their notes, submission of assignments, sharing articles and presentations. With the help of google classroom, the teaching learning transaction becomes easy.

Website: Our College website hosts articles for students that are related to curricula and beyond. These articles are on the College website as Student Bulletin Board, and Accounting Times. Thus, our College website is also an effective tool for facilitating teaching learning process.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.patuck.edu.in/degree-college/student-corner/ict-enabled-tools/

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

18

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	View File

2.4 - Teacher Profile and Quality

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

18

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

5

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

175

File Description	Documents
Any additional information	View File
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.

Mechanism of Internal Assessment

Our College is affiliated to University of Mumbai. As per the University pattern, BMS and B. Com (B&I) programs have internal assessment for 25 marks. Again, as per University pattern, as a part of B. Com program, First Year and Second Year students take up internal assessment for 25 marks for Foundation Course in both the years.

The internal assessment consists of class tests, assignments and projects. During the AY: 2020-21, the Examination Committee conducted internal assessment through online mode with the help of google forms. The question paper for internal assessment is based on PSOs and COs.

Transparent and Robust Internal Assessment

A schedule of internal exams is made known to the students well in advance. A notice about the same was sent on official class WhatsApp group for intimating the students. The College uploads the internal class test schedule on the College website.

This bifurcation of internal assessment is intimated to the students during the orientation given to them at the beginning of the academic year.

The students are allowed to appear for take up additional internal class test in case they have remained absent due to unavoidable circumstances.

The course teacher discusses the question paper with the students after the class test. This helps the students to get clarity about correct answers and they can compare it with what they have attempted during the class test. The teachers give a fair idea and understanding about how the students are expected to prepare their assignments and projects.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

and efficient

The internal examination related grievances, specifically on unfair means are dealt with as per University Ordinance .5050. The College has constituted an Unfair Means Committee that deals with the grievances relating to unfair means during internal and external exams.

The Unfair Means Committee prepares a report of all the unfair means cases and submits to the Examination Committee for necessary action.

During the AY: 2020-21, the College used AUTOPROCTOR for monitoring unfair means resorted by the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

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

Under the Teaching plan, a detailed session outline of the syllabus is initiated with discussion of Course Outcomes (Cos) and a dedicated One lecture session is conducted by all the faculty members. While addressing the students, the HODs/Faculty create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, also inform the students and create awareness and emphasize the need to attain the outcomes.

Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated.

Program Outcomes (POs) are broad statements that describe the

professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program.

The POs/PSOs of the programme are published through electronic media located on the college website <https://www.patuck.edu.in/wp-content/uploads/2021/04/POs-PSOs-COs.pdf> The COs of the courses are also published through electronic media at the site located on the college website: <https://www.patuck.edu.in/wp-content/uploads/2021/04/POs-PSOs-COs.pdf> In all the interactions with the students, awareness on POs, PSOs and COs is consciously promoted.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.patuck.edu.in/wp-content/uploads/2021/04/POs-PSOs-COs.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

IQAC and Department members take the responsibility of mapping the course outcomes with the programme outcomes and programme specific outcomes.

The course outcomes are attained by (1) Direct assessment tools and (2) Indirect assessment tools. The direct assessment tools include internal examination/ assessment and Semester End Exams. Internal assessment involves class tests, assignments, presentations, case study analysis, and other curricular activities. Semester End Exams involve theory, practicals and viva voce.

The indirect assessment tool includes Course Exit Survey. This survey is taken from students at the end of each semester for each course. The analysis of the survey is undertaken by the Feedback Committee and submitted to IQAC for further action. The proportional weightage of CIE: Semester End Exams for attainment of course outcomes is considered as 30:70.

The Institution assesses the POs, PSOs and COs by the compliance of the teaching plan of the teachers. This helps to know whether

the teachers have covered the topics as required.

The attainment of POs & PSOs is assessed upon the graduation of the batch. Attainment of POs and PSOs can be adequately addressed after the overall Course Outcomes are attained. It depends both on the attainment levels of associated COs and the strength to which it is mapped. It is necessary to determine the level (mapping strength) at which particular PO/ PSO is addressed by the course.

Strength of mapping is defined at three levels: Low (1), Medium (2), Strong (3). POs and PSOs are normalized to 1.

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

372

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	View File
Paste link for the annual report	https://www.patuck.edu.in/downloads/Annual%20Report%202020-21.pdf

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://www.patuck.edu.in/degree-college/student-corner/student-satisfactory-survey/>

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)	
0.02	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
1	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
4	

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

13

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

11

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - 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 following were the extension activities carried out during the year :

1. Activities like seminars on environment conservation, making paper bags and distributing them to shopkeepers in neighbourhood are conducted by the College. Our students have actively participated in tree plantation drives at the College campus. The students' involvement in College green initiatives include maintenance of compost pit, tree taxonomy project, nursery gardening, and maintenance of flower beds.

2. The College NSS unit conducts blood donation drive and thalassemia check-up. Yoga Diwas is celebrated to encourage healthy body and sound mind.

3. The NSS unit of our College has donated food items to needy during covid and also the victims of the flood stricken area in Chiplu, Maharashtra.

4. DLLE unit conducts a survey on status of women in society, Women Development Cell has conducted workshops on gender sensitization, menstrual hygiene and sexual harassment at workplace. The students participated in elocution competition on the theme "Eve-teasing: A Social Issue".

5. Students volunteered for election duty at polling booths. They participated in awareness rally and seminar about Right to Vote.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/degree-college/extensions/nss/
Upload any additional information	View File

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

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

0

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

3.3.3 - 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

3.3.3.1 - 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

48

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

555

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

5

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 campus area of the Institution is 8591.3 sq. mts. There are 16 classrooms, where 9 classrooms have a capacity of 120 students. All the classrooms are spacious, well-lit, ventilated and ICT enabled. Our College has a good air-conditioned conference room having a seating capacity of 80 persons. Conferences and other curricular activities are conducted for students and teachers. Seminars and workshops, and other co-curricular activities like

guest lectures, debate, elocution, etc. are conducted in the conference room. The College has a rich library with e-learning and reading room facilities. The library has a computer facility for relevant surfing and for access to online reference materials. The library has a computer, tablets and kindle for students' academic surfing and for access to online reference materials.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/infrastructure/

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

The cultural activities are conducted in spacious classrooms (after the lectures), conference room and auditorium depending on its availability. These facilities are available for practicing cultural performances. For cultural performances, the students are provided with choreography directors, and play directors for bringing in professionalism in their performances. The College has purchased cultural equipments for the students, such as casio, tutari, dholak, dafali, tabla, kabas, shekhar, harmonium, lezim, chakra, ghungaru, lathi-kathi, shankh, tal and stick. The College has two playgrounds measuring 1189.15 sq.mts. (back side) and 588.63 sq.mts. (front side). Students are encouraged to participate in cross-country and powerlifting. Box cricket, football, kabaddi, throwball, volleyball, and athletics are played by the students on the playgrounds. For sports activities, the College provides sports kits with specialized training especially for the students participating at inter-collegiate level. There is an adequate storage facility for sports equipment. A first-aid box is maintained in the sports room.

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

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/classrooms-seminar-halls/
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)**

24.48

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)

The College uses the iSLIM software (1.7.1 version) which is fully automated from the year 2019. The ILMS software has the following modules which are used by our College library: Utilities, Acquisition, Cataloguing, Circulation, Serials, Digital Library and Book Bank. The software can also produce a set of statistical reports about the usage of the library. Utilities (UTL) module enables to set up all the preferences and masters that will be

used across all applications in the software. Current Awareness Service (CAS) module provides an alert mechanism to the interested library users about the latest developments and new publications acquired by the College library. Online Member Registration module assists the potential members to register online and acquire library

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/patuck.edu.in/patuck-library-committee/home

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)

0.15

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

43

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

IT infrastructure is provided to all the classrooms, library, conference room, auditorium, staff room, staff cabins, administrative office, and Principal's office. The College has 6 laptops, 136 computers (including computer labs), 16 ICT classrooms, 10 printers, 4 scanners, 1 photo copier-cum-printing machine, 4 projectors. College updates the IT facilities regularly based on the requirements. All hardware and software of the College were under AMC with Bright Systems. The College has a CCTV surveillance system for security purposes. The College is using Tikona Infinet Broadband line of 60 MBPS unlimited internet through RF link. IT infrastructure is provided to all the classrooms, library, conference room, auditorium, staff room, administrative office, and Principal's office. Computer Labs are maintained by in-house IT team, call logging mechanism is maintained through complaint register/IT support email and the same is monitored by Lab assistants. The classrooms, staff, and computer lab PCs have been provided with Tikona Broadband connection. Students are provided a Jio Digital high-speed Wi-Fi facility @ 32MB per day limit on campus. The printer is equipped with wired LAN that allows multiple users on an existing network to share the printer. College has integrated Audio/video system with video graphic aspect 4:3 ratio video format of the 20th century high definition with Automated Rolling system in Auditorium.

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

4.3.2 - Number of Computers	
117	
File Description	Documents
Upload any additional information	View File
Student – computer ratio	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)	
18.75	
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 computer laboratories are attended by Computer Lab Assistants and maintained by the IT Team. The computers in the laboratory, at administrative offices and the staff room, in the library and the laptops are optimally utilized. In case of any breakdown in the	

system, a complaint is lodged via e-mail to the IT team, and accordingly the systems are repaired and replaced by the team. Every quarter, our IT team takes up the pre-maintenance of the ICT enabled classrooms. Cleanliness Committee that ensures tidiness and cleanliness of the premises. Air conditioners, water tank cleaning and drinking water coolers are covered under AMC. The College has two spacious playgrounds - one at the rear side and the other at the hind side. An entry register is maintained to know the student's footfall in the laboratory. There is a counselling room where the students are counselled in respect to their academic, personal or professional matters. The Library Committee plays an important role in maintaining and utilizing the knowledge resources to the students and staff. The computer systems are under AMC with Bright Systems.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.patuck.edu.in/wp-content/uploads/2014/10/Policies-and-Procedures-1.pdf

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

38

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

53

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted 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	https://www.patuck.edu.in/degree-college/programs/capacity-building-programs/
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

239

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

239

File Description	Documents
Any additional information	No File Uploaded
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 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	A. All 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	View File
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

12

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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**

53

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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	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.**

2

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)

Each year a Students' Council is formed, as per the affiliating University's norms. The Students' Council is a body that co-ordinates between the students needs and requirements for development and the management and hence the Council is a group consisting of students' representatives from every class, the sports head, cultural head, DLLE head, NSS head, student's representative of female students and also the reserved category. The core committee of the Students' Council has a President, the Secretary and some Deputies appointed. Besides the Council, there are also students' representation in various academic and administrative committees like CDC, IQAC, Cleanliness Committee, Cultural Committee, DLLE, Discipline Committee, Internal Complaints Committee, Library Committee, NSS, PTA, Scholarship & Freeship Committee, Skill Development Committee, Sports Committee, Women Development Cell, etc.

The students attend the meetings and express their opinions on behalf of the student community. The Students Council co-ordinates the conduct co-curricular and extra-curricular activities in the College. The members of the Council with the Principal Nominee and other faculty members on the board of Students Council conduct regular meetings. Issues and concerns are discussed during the meets. The minutes of the meetings are maintained by the Students Council.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/degree-college/student-corner/students-council/
Upload any additional information	View File

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

9

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

In the Academic Year 2020-21 our registered Alumni Association's (Mitra Niketan) non-financial contribution are as below :

Photography Competition : this was conducted to keep the Alumni engaged during the lockdown. It was conducted on July 26, 2020. They were provided a theme to make meaningful patterns from vessels at their homes. In order to engage them at home and churn their creative spirit, the activity was done. Their participations comprised of they taking 2-3 vessels, arranging them in a meaningful pattern, clicking a photo of it and mailing it after adding a caption to it.

Ganesh Pandal Decoration Competition : this was organized on

August 31, 2020. In this they had to send images of their well decorated Ganesha Pandals at their homes.

Demonstration of Colour Shades : An Online Demonstration Session on ?Colour Shades? was organized on September 5, 2020. Our Alumnus Mr. Chandrashekar Kurmi, B.Com. 2013-14, was invited to conduct the session. Different types of shades of colour were described, they were shown how the combination of colours form various colour shades could be obtained, which colour combination produces what colour.

Guest Lecture on "International Trade & Finance Remittances" : was organized on October 2, 2020, through the online mode for the students of all streams. Alumnus Mr. Karim Khan from B.Com. (B&I) batch, 2013-14 was invited as the resource person.

Webinar on "Women Entrepreneur & Start-Ups": it was held on January 29, 2021, for the students of all streams. Our Alumna Ms. Deepika Devlal from the BMS batch of 2005-08 was invited as a resource person. She shared real time case studies of those who have started Start-Ups under her guidance. She explained the factors to be considered to begin a business and more importantly to retain the business.

Sport Event- Indoor Games : the Association jointly with the Sports Committee organized Indoor Games? on March 13, 2021, in the College Sports room for students and alumni.

The financial contribution for the Academic year stands at Rs. 26,025/-.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/degree-college/stakeholders-support/alumni/
Upload any additional information	View File

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

Vision

"TO INNOVATIVE, ENHANCE, EMPOWER AND EXCEL IN EDUCATION"

a) **Nature of Governance:** The functioning of the College is as per the directives and guidelines of University of Mumbai. The top-level management with the Principal of the College frames the policies and plans with the involvement of the staff members. There are several Departments and Committees which are engaged in deployment of overall plans and progress of the Institution. Non-teaching staff members play a vital role in ensuring the smooth conduct of administrative tasks.

b) **Perspective Plans:** The perspective plans of the College include:

Improving academic performance of the students

Augmenting ICT for better academic and administrative systems

Providing skill-based courses to the students

Inclusion of research in teaching learning processes

Being socially responsible to the stakeholders of the Institution

c) **Participation of teachers and non-teaching staff in the decision-making bodies:** Teachers and non-teaching staff participate in strategic decision-making bodies like IQAC, and CDC by being its members. The College conducts regular staff meetings where the opinions and suggestions of all the teachers are invited to arrive at any academic and administrative decisions. Every Department Head and Committee Convenors conduct their meetings

where they invite suggestions and opinions of their members for the conduct of their activities.

d) **Participation of Stakeholders:** The College conducts regular meetings with students, parents, alumni, and members of IQAC, CDC and other academic and administrative bodies for encouraging the participation of stakeholders.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/trust/vision-mission/
Upload any additional information	View File

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

Decentralization: The top management believes in decentralizing authority and decision-making for the smooth functioning of the College. The Vice Principal, Co-ordinator, Department in charges and Committee Convenors are given autonomy and authority to make and implement decisions for improving the academic performance.

Participative Management: The College promotes the culture of participative management in decision-making. The Head of the Institution considers the involvement of staff members and students for effective management of the College affairs by conducting regular meetings.

Case study: IQAC have taken keen interest in promoting research among students. IQAC have made several efforts to inculcate research aptitude among the students. Research Cell have organized a National Level Research Colloquium for students on November 21, 2020. The theme of the Colloquium was 'Student's Perspective on Contributions of Stakeholders: Society, Government, Teachers & Corporate. Three students have participated and presented their papers at the Research Colloquium. The students were mentored and guided well by faculty wherein the student got an overall knowledge and platform about research.

The Research & Publication Cell had formed several Committees consisting of teachers and students for the smooth conduct of the Colloquium

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The emphasis of perspective plan includes in areas like introduction of add on certificate courses, e-content development, augmenting research culture, conducting extension activities for community engagement, networking with other HEI, corporate entities and associations, augmenting infrastructure including ICT, registration of Alumni association, improving scholarship facility to students, promotion of e-governance in the campus, encouraging green practices in the campus and instilling human values and professional ethics.

Activity: Special Program for Adoption of Children Education (SPACE) Scholarship

Our College caters to students who belong to poor socio-economic background and are often first generation learners. The students pay their College fees with great difficulty. Therefore, IQAC of our College suggested the College Management to institute a scholarship to support the students. During the AY: 2019-20, a student welfare program was initiated by Patuck Polytechnic Trust. It is a voluntary program to help the economically weaker students at the campus. Under this welfare program, the Trust receives funds from Members of the Board, staff and other philanthropists to meet the financial educational needs of the students. After proper scrutiny, the scholarship is granted to the students.

During the AY2020-21 a total amount of Rs1,05,000 was granted to the students

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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 functioning of the Institution is effective and efficient. This is visible because the institutional bodies work with proper co-ordination and communication. The organogram simplifies the understanding of the administrative setup of the College. All the administrative policies and procedures are followed as required by the regulatory authorities.

Organizing Board: The College is a Minority Institution. The Organizing Board of Patuck Polytechnic Trust runs the affairs of Patuck-Gala College of Commerce & Management. It is committed to innovate, enhance, empower and excel in the field of education. The Board passes resolutions for framing and designing policies, guidelines and rules of the College. The Board conducts its meetings once in every quarter.

Principal: The Principal is the Head of the Institution. She executes the decisions as taken by the Organizing Board in consultation with the Chairman. She takes appropriate measures to comply with the University regulations and other regulatory bodies.. She is primarily involved in the perspective planning of the College.:

Vice-Principal: The Vice Principal assists the Principal in all the day-to-day affairs of the College. She supports in effective execution of College policies and systems. She co-ordinates with the teachers for the conduct of curricular, co-curricular and extra-curricular activities of the College.

College Development Committee: The College has formed a CDC as per the Maharashtra Public Universities Act, 2016. It looks into the comprehensive development of the College regarding academic, administrative and infrastructure growth and enable College to foster excellence in curricular, co-curricular and extra-

curricular activities.

IQAC: IQAC of the College focuses on the quality enhancement and sustenance of the institutional academic and administrative activities. The IQAC of the College is constituted as per the NAAC guidelines. **Departments:** The College runs three programs. For the effective execution of delivery of courses, the College has several departments. Each department has a designated Head and the Head is responsible for the conduct of delivery of courses.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.patuck.edu.in/degree-college/about-us/organogram/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
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

The Institute takes initiative to give welfare measures for teaching and non-teaching staff. Some of the effective welfare measures are listed below:

- Provident Fund

- Gratuity Scheme
- Maternity and Paternity Leaves
- Compensatory, Medical Duty and Study Leaves
- Fee Concession for Ward of Staff Members
- Uniform and washing allowance for class IV employees
- Free Parking Facility
- Staff Conveyance
- Sponsorship for Seminars Conference Workshop Courses & FDP
- Research related Incentive to teachers.
- Appreciation to Performers
- Bonus for Festival Celebration
- Internal Complaint Committee (ICC)

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

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

12

File Description	Documents
Upload any additional information	View File
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

14

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	View File
Upload any additional information	View File
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

10

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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 with the help of Feedback Committee executes the Performance Appraisal System of the teaching and non-teaching staff members. Every academic year, performance appraisal is conducted for teaching and non-teaching staff members.

Performance appraisal for teachers:

1. **Feedback from Students:** The students provide feedback on their course instructors (teachers) on several criteria like teaching methods, concept clarity, interaction and behavior with students, etc. This feedback is taken online with the help of Google form.

2. **Feedback from Principal:** The Feedback Committee collects and analyses the data of the faculty feedback from students. The Committee submits the report to IQAC for further action. The Principal and the Chairman jointly discusses the faculty feedback report with the faculty.

3. **Self-appraisal and Self-feedback:** At the end of every academic year, the teachers fill a self-appraisal form and a self-feedback form. Self appraisal form is a summary of their work performance and professional development during the AY. The form is reviewed by the IQAC.

Performance appraisal for non-teaching staff:

1. **Feedback from Students** The students provide feedback about non-teaching staff with respect to the quantum and quality of services catered to them. This feedback is a part of Student Satisfaction Survey which is taken through Google form. The Feedback Committee prepares a report and submits to IQAC. The IQAC discusses the report with the non-teaching staff and points out the areas of improvement.

2. **Self-appraisal and Self-feedback:** At the end of every academic year, the non-teaching staff fill a self-appraisal form and a self-feedback form. Self-appraisal form is a summary of their work performance during the AY. . Self-appraisal provides insights into their own performance during the year. Self feedback gives them an opportunity to look into their own strengths and weaknesses, their instances of good performance and areas of improvement. The records of self-appraisal and self-feedback are maintained by Feedback Committee and reviewed by IQAC every year

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/degree-college/about-us/staff/
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

The Organizing Board appoints IQAC for improving the financial governance of the College. IQAC suggests the internal auditors to the Governing Board to conduct internal financial audit. With the approval of the Governing Board, the internal financial auditors are appointed. The latest internal financial audit was conducted by Mr. Prabhu Desai during the AY: 2020-21

Every year, College conducts external statutory financial audit during the financial year. Our external audit is conducted by M/s. K. J. Kolah & Co. as appointed by the Governing Board. No major objections and irregularities are found during the audits. Statutory auditors carry out their duties diligently and submit their annual reports.

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)**

0.75

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

The following are the strategies for mobilization of funds for the College:

- Fees from the students
- Interest from Fixed Deposits
- Funds from Private entities SPACE Program by Management
- Alumni contribution
- Funds from NGOs for research projects carried out by teachers
- Funds from University of Mumbai to conduct NSS activities
- Funds from Government and private bodies towards students scholarship

The following points highlight the optimal utilization of financial resources:

- All major capital expenditure is identified at the beginning of the Academic Year.
- A budget statement is prepared to get an estimate of capital expenditure. In case of major expenditure, estimation is prepared by the concerned department and committees and approval is sought from the Principal.
- In case of minor expenses, the departments and committees take the approval from the Principal as and when required.

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

1. Collaborative Initiative for Academic Excellence- In the Academic year 2020-21 the IQAC had strived ahead for quality

initiatives. The following collaborative initiatives were undertaken to improve teaching effectiveness, provision of professional certificates courses to the students, educating the students about the values of gender sensitization and also more convenient services to the students and the employees.

- Faculty Exchange Program was undertaken in collaboration with B.L Amlani College of Commerce
- Mutually beneficial academic research about labour was taken up with research team in Development and Labour Economic from the World Bank, American University and University of Virginia
- FDP Exchange was conducted in collaboration with University of Stirling , RAK Campus
- Professional Training of Tally ERP9 with GST was conducted in collaboration with S-Tek IT Education
- Gender Equity Sensitization Program was conducted in collaboration with Akshara NGO
- Provision of photocopy/ scanning/binding facility to students at lower rates was organized in collaboration with Shree Sai

2.ICT Augmentation: IQAC has contributed significantly in improving the ICT facility at the campus. College has procured internet service and the internet connectivity is provided in the staffroom, classroom, conference, computer lab, library etc. The College uses Google classroom as Learning Management System where all course teacher provide their learning material and assignment through googlclassroom. The College library is automated with i SLIM software. The College library has also subscribed to National Digital Library of India(NDLI). The College has also purchased laptops, tablets , heavy-duty printers for smooth conduct of teaching learning process.

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 aligns with the Vision of the Institution and reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals. Below are the two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC:

Remote access to teaching material- The College has initiated the teaching learning process through Google Classroom as Learning Management system where all course teachers provide their learning material and assignment on Google classroom. The teachers also prepare academic videos and upload in Patuck You tubechannel so that student can refer to the specific topics as and when required . The link to the channel is <https://www.youtube.com/channel/UCUUy-tmv7UYwmMRjye4Hbfw/playlist>

Continuous Internal Evaluation: Every faculty members prepares a draft on number of lectures , quantum of curriculum and tentative dates of periodical test and other activities. The Examination Committee prepare the schedule of CIE for all courses. The teachers inform the student about the schedule of CIE and mode of conduct . The schedule of CIE is uploaded on College website. The record of teachers marks is maintained by the examination committee and the course teachers. The CIE maintains the academic track record of the students

File Description	Documents
Paste link for additional information	https://www.youtube.com/channel/UCUUy-tmv7UYwmMRjye4Hbfw
Upload any additional information	View File

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

A. All of the above

agencies (ISO Certification, NBA)	
File Description	Documents
Paste web link of Annual reports of Institution	https://www.patuck.edu.in/degree-college/about-us/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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	
<p>The Institution believes in gender equity. The College has drafted and implemented Gender Policy that clearly illustrates our belief in gender equity. The College has been regularly conducting Gender Audit for promoting gender equity and gender sensitization in the campus.</p> <p>The College offers courses that include topics related to gender equity and gender sensitization. The concerned departments also conduct co-curricular activities based on these topics. Women Development Cell of the College play an important role in promoting gender equity and gender sensitization. It conducts several activities like seminars, elocution competition, video-making competition, etc. on women-related issues. The Cell has conducted self-defence workshops for female staff and students. The Cell has deputed students and staff to participate in several seminars and workshops related to gender equity and sensitization.</p> <p>1. Safety and security:</p> <ul style="list-style-type: none"> • CCTV camera are placed in campus to ensure safety and security of staff and students • First-aid boxes are available at several locations in the campus. The facility of on-call doctor is available in case 	

of any medical emergency.

- Fire extinguishers are placed on every floor.
- Ladies washrooms have sanitary napking vending machine and incinerator.
- A lady security guard is appointed at the College gate.
- Internal Complaints Committee is constituted as per the guidelines of University of Mumbai to prevent sexual harassment at workplace. The College has a policy on Sexual Harassment at workplace.
- Anti-ragging Committee is formed to protect students from the menace of ragging. The College follows Anti-ragging policy.
- The College has a Students Grievance Cell that addresses issues on students grievances. The College has a Students Grievance Redressal Policy.
- The College has a Discipline Committee that monitors the discipline of the students in the campus.
- The College has formed a Committee for Compliance, which ensures that Code of Conduct is adhered to by the students and staff.

1. Counselling:

The College has a Counseling & Guidance Cell for mental well-being of staff and students. A part-time counselor is appointed to provide counseling facility to the staff and students. The teachers provide personal counseling to students as and when required. The College has a Mentor Mentee Program, wherein the mentees meet their mentor batch-wise for academic and personal counseling.

1. Common Rooms:

A common room for female students is attached to the ladies washroom. The female students also have a separate sports room for recreation and play of indoor games.

1. Any other relevant information:

- Sports Committee conduct sports events only for female students to encourage their participation in sports.
- Scholarship and Freeship Committee provide certain scholarships only to female students to encourage higher education among women.
- The College encourages the female students representation and include them as members of Students Council as per the guidelines of University of Mumbai.

File Description	Documents
Annual gender sensitization action plan	https://www.patuck.edu.in/criteria-7/7.1.1-Annual-Gender-Sensitization-Action-Plan.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://www.patuck.edu.in/criteria-7/7.1.1-Special%20Facilities%20For%20Women.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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Our College is conscious of waste management in the campus. We promote sustainability and ensure eco-friendly campus through effective waste management systems. Our College has conducted Energy Audit, Environment and Green Audit of the campus.

- Solid waste management

The students and staff dispose waste in dustbins kept in classrooms, staff room and office. The members of Students Council and NSS volunteers take up campus cleaning drive regularly. They dump the solid waste of the campus in the large dustbins placed in the premise. Peons and other support staff are appointed for cleaning the classrooms and the premise. The solid waste which is non-degradable is handed over to the garbage carriers of the BMC for disposal. The degradable solid waste like dry leaves, canteen waste, etc. is disposed in the compost pits of the campus. The compost pits produce manure, which is used as fertilizer for trees and plants in the campus.

- Liquid waste management

The liquid waste from the canteen is disposed in the compost pits, which helps to produce manure for enhancing the campus greenery. The liquid waste from washrooms is disposed through water pipelines in drainage systems. Support staff are appointed for cleaning the washrooms.

- Biomedical waste management

College has sanitary napkin vending machines and incinerators at the ladies washrooms. The used sanitary napkins are disposed through the incinerators.

- E-waste management

Our College has signed an MoU with Indian Development Foundation (IDF) for e-waste collection. E-carnation Recycling Pvt. Ltd. collects e-waste periodically from the campus. The refilling of toners and cartridges of printers is outsourced which enables the reuse of the toners and reduces the e-waste.

- Waste recycling system

Waste recycling system is not available in the campus.

- Hazardous chemicals and radioactive waste management

Our College does not generate any hazardous chemicals and radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.patuck.edu.in/criteria-7/7.1.3-Solid-Waste-Management.pdf
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

A. Any 4 or All of the above

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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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

A. Any 4 or all of the above

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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File
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).	
<p>Our College takes efforts in providing inclusive environment towards cultural, regional, linguistic, communal, socio-economic and other diversities.</p> <p>The College admits students of all castes, class and religion on the basis of merit. The College has followed the reservation policy as applicable. Equal opportunities are provided to all students irrespective of gender, caste or nationality in providing them with facilities and in participation of students in several activities of the College.</p> <p>College conducts several co-curricular activities like essay-writing competition on the topics relating to fundamental rights, unity in diversity, peace and harmony, etc. Gandhi Vichar exams are conducted to promote the values of peace, harmony and non-violence among the students. College celebrates Constitution Day by screening a short film or by encouraging students to participate in essay-writing competition on the topic "Constitution of India". This fosters an inclusive environment of tolerance and harmony towards various diversities in our society.. These occasions reflect tolerance and communal harmony at the College. Our College has participated in National Integration Camp for selection of NSS students</p>	

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	View File

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

Our College organised movie Screening and quiz competition on Constitution Day.

Skill Development Committee of our College has conducted a Certificate Course on Foundation of Human Behaviour for the students that have a construct of values, ethics and social responsibility. Our teachers have been the resource persons. National days like Independence Day, Republic Day and Constitutional Day are celebrated by the students and staff. NSS unit of our College deputed students for State/ National Republic Day Parade selection. The selection round of Republic Day Parade during the AY: 2020-21 was conducted at our College. Our NSS unit also conducted a District-level Theme-based Workshop on "Service to Nation and Service to Self" during the AY: 2020-21. Every year, Cultural Committee deputed students to participate in singing competition under "Patriotic Song" category at the Youth Festival, University of Mumbai.

Our students participate in election-related activities like voting sensitization and assisting voters at the voting booth during the times of elections. Our staff is deputed as the Nodal Officer from our College in our Constituency.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

**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**

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	View File

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

Our College believes in celebrating and organising national and international commemorative days, events and festivals. The College celebrates birth anniversaries of great Indian personalities:

- On the occasion of Gandhi Jayanti NSS unit of our college took up the campaign of cleaning college Campus.
- Dr. Shiyali Ramamrita Ranganathan - On the occasion of National Librarians Day, the Library Advisory Committee organised National Level Poetry Competition.
- Shivaji Maharaj and Dr. Babasaheb Ambedkar - College observes public holiday on their birth anniversaries.
- However, Quiz Competition on Birth Anniversary of Dr. Babasaheb Ambedkar was organised on Online platform.
- Our College celebrated the following days/ events of national and international significance:

Indian Constitution Day-Online Quiz competition and movie Screening was organised.

International Women's Day

International Yoga Day

National Service Scheme Day

Road Safety Week

National days like Independence Day and Republic Day are celebrated by inviting staff and students at the flag hoisting ceremony in the campus.

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	View File
Any other relevant information	View File

7.2 - Best Practices

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

Skilled Development Courses

Goals

- To develop skills and talent among students
- To make students employable with lifelong skills.

Context

There is a demand of skilled and trained work-force. The College provides platform to grow and develop these skills so that it becomes easy for a student to adapt and adjust at work.

The Practice

- The Skill Development Committee and Placement & Career

GuidanceCell together designed and developed the course

- It was communicated to the students and asked to register on online mode.
- Interested students were given training on the courses namely : Personality Development, Foundation of Human Behaviour, Fitness for Holistic Health and Wellness, Tally ERP9 with GST, Corporate Readiness and Quantitative Aptitude.
- The interested students were trained on personal and professional effectiveness to make ready for world of work.
- After the completion of course the students were awarded with certificates.

Evidence of Success:

Number of students successfully completed the courses is given below

1. Personality Development - 38 students completed
 2. Foundation of Human Behaviour - 40 students completed
 3. Fitness for Holistic Health and Wellness - 25 students completed
 4. Tally ERP 9 with GST - 57 students completed
 5. Corporate Readiness - 50 students completed
 6. Quantitative Aptitude - 15 students completed
- Placement opportunities were made available to students. 12 got successfully placed in the firms around the City.
 - Students were empathetic towards elders, children, and disadvantaged sections of society. Students felt confident in handling peer related pressures.
 - Students understood the meaning and concept of physical and mental health for holistic living, and the rules of different games
 - Students trained to learn accounting on Digital platform and the practical applicability of GST in business
 - Students could calculate without using calculators in short time and started enjoying Mathematics.

Problems Encountered

- Since this courses were on online mode students faced problem of poor network and availability of data packs.
- Few students could not complete their assignments
- Pandemic situation may have not allowed more students to

participate in these courses.

Best Practice 2

Adaption to Technology Goals

- To understand the need of technology in the times of lockdown and pandemic
- To sensitise the students about the use of technology
- To make the interaction of students and Institute easy with the use of Technology

Context

In this pandemic and lockdown situation where face-to-face interaction is not possible, technology is of a greater help. The imparting of education has shifted to online mode from offline mode. The knowledge of digital platform has become the need as well as challenge to both teachers and students. There are various tools and mechanisms available in the market that has made online mode a better interactive media between faculty and students and also between students and institutions.

The Practice

- Admission process is digitalised.
- Official Class Groups have been formed on WhatsApp, which enables teachers to disseminate information to respective classrooms.
- Google Classroom is used as LMS for teaching learning process
- Exams are conducted online through Google Forms
- Activities and competitions are conducted through Google Meet.

Evidence of Success:

- Pandemic has not affected the operation of institution. What was done on offline basis is done on online basis, thanks to invention of technology.
- Students enrol through digital mode

- Students participate in activities and competition on online mode
- Teachers take lectures through online mode using various digital tools of teaching aids

Problems Encountered:

- Not many are tech savvy.
- Many face internet problems

The feel of actual class and College is missed.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

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

SUPPORT TO SOCIETY IN NEIGHBOURHOOD

The whole world is gripped with the consequences of the COVID-19 pandemic. The vaccination drive for people is

conducted all across the world. In our locality, the BMC ward office allotted our campus for the vaccination purpose.

Our centre provided vaccination to the people free of cost to the people in the vicinity and also to the staff of the campus. The doctors and the BMC staff were available to help the people. The drive was conducted from May, 2021 till August, 2021.

Also, we provided our campus ground to the vegetable vendors so as to sustain their livelihood by maintaining social distancing norms during the pandemic. The BMC ward office and Vakola Police station co-ordinated with the College authorities for supporting the vegetables vendors and the people in the vicinity to buy vegetables with proper safety and security norms.

After the usage of the premises for the required support to the people in the vicinity the entire premises was sanitized to ensure health and hygiene of the staff and students at the campus.

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

7.3.2 Plan of Action for the next Academic Year

- Adapting to hybrid teaching learning
- Undertaking MoUs
- Structuring to conduct capacity building programs for students
- Preparing for NAAC Cycle 3
- Involving students and staff for environment-friendly campus



Year 2020-2021