Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOKHALE EDUCATION SOCIETYS SHRI BHAUSAHEB VARTAK ARTS COMMERCE AND SCIENCE COLLEGE M H B COLONY GORAI ROAD BORIVLI WEST MUMBAI**
Name of the head of the Institution	**Dr. Mrs. S.V. Sant**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02228673498**
Mobile no.	**9833408073**
Registered Email	**sbvartakcollege@gmail.com**
Alternate Email	**sbvcns@gmail.com**
Address	**Gokhale Mahavidyala Marg, off Gorai Road, Near M.H.B. Colony,Borivali (West), Mumbai- 400091.**
City/Town	**Mumbai**
State/UT	**Maharashtra**

Pincode	**400091**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Prof. P.K. Mishra**
Phone no/Alternate Phone no.	**02228673498**
Mobile no.	**9594635000**
Registered Email	**pradiptakumarmishra836@yahoo.com**
Alternate Email	**pradiptakumarmishra85@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sbvartakcollege.in/wp-content/uploads/2017/01/IAQR-Reports-2017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://sbvartakcollege.in/wp-content/uploads/2020/01/ACADEMIC-CALENDAR-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**B+**	**77.65**	**2004**	**16-Feb-2004**	**15-Feb-2009**
2	**B**	**2.37**	**2011**	**27-Mar-2011**	**26-Mar-2016**
3	**B+**	**2.60**	**2017**	**12-Sep-2017**	**11-Sep-2022**

6. Date of Establishment of IQAC	**18-Jan-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Academic Audit	03-Oct-2018 1	2040
ISO Audit	05-Jan-2019 1	2040
Financial Audit	20-Jul-2019 3	80
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Shri Bhausaheb Vartak Arts, Commerce & Science College	National Conference	Maharashtra State Commission for Women	2018 1	70000
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Collection of Know Your Students (K.Y.S.)) forms of the students and on the basis of K.Y.S., students are scientifically classified into different groups according to their achievement, objective and ambition, which helps for proper mentoring of the students for achievement of their objectives.

Students feedback/ Parents feedback/ Employers feedback/ Peer feedback and Alumni feedback are collected and the finding of feedback is used for grading the teacher, preparing the developmental plan and initiating remedial measures to overcome the lacuna if any.
Introduced best practices link inculcate the spirit of Nationalism, Patriotism / Secularism and respect for constitution and sociopolitical institutions of the nation.
Organised academic audit, through the peer team of University of Mumbai

[View File](#)

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

Plan of Action	Achivements/Outcomes
1) Teaching plan collected for 90 teaching days. In first term, there were 96 teaching day and in second term there were 102 teaching days.	1)Adequate extra information's was passed on to our student which was reflected in departmental result.
2) Quality parameters were issued to the teachers at the beginning, to use them as the guidelines for teaching and learning process.	2) Syllabus for all the programmes were completed on time, leaving adequate time for students teacher interaction on different current problems related to their subjects.
3) Mentoring facility for students	3) Help students overcome their weaknesses and to convert their adversity into opportunity.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	**16-Sep-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**05-Jan-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**

Date of Submission	15-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College has a partial management information system. College is keeping the record of the students their academic progress and their details in computer and subsequently it is transferred to the college website with restricted access. The admission process, admission schedule and selected students list is always notified through website of the college. The classroom attendances, their participation in cultural, curricular and cocurricular activities are also computerised and free access to the data is available to teachers, management and parents of the concerned students. College collects K.Y.S. and students feedback partially through online process (Google form). We are planning to collect the total feedback through online process within 2 years time. All these analysis and information associated with these feedbacks are stored in the computer for easy and immediate access of the management for formation of policies and programmes of the college. Although college is using different interrelated software for management information system, yet all the informations are properly stored and used by the college in the policy making of the college and in the developmental planning of the college. College has the process of online admission as per the requirement of the Government of Maharashtra and the University of Mumbai. All students are filling their admission forms online and accordingly the merit list of the students is prepared by the college. The information relating to gender, caste, (on the basis of available reservation), religion (for finding out minority students) and students seeking admission from other Universities of Maharashtra and Students seeking admission from other states are clearly bifurcated and properly sorted for future reference of the college. College is in the process of complete automation and interactive

website through which college can inform the students and alumni about the recruitment opportunity, different activities planned and to be undertaken by the college and online registration for the departmental research project and students participation in different co curricular and extra curricular activities. College has taken it upon itself as its moral responsibility to keep the parents informed about the academic progress and attendance of their children in the college. Till last year it was done manually by sending letters to the parents. We had a parents teachers meets, which continued for 8 days and college interacted with 250 parents of the children belonging to FYBA/B.COM, SYBA/B.COM and TYBA/B.COM classes. We are now planning to have online process, so that parents can access the academic progress of their children even from remote location.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

College has a well established Mechanism for the delivery of academic plans and programmes. In the beginning of the academic year, every teacher prepares teaching plan, providing due importance to all topics and sub-topics of the syllabus. The teaching plan of each teacher is approved by the Head of the Department of the concerned Departments. To monitor the lectures of the teachers, lecture records are maintained on day to day basis. College closely monitors the number of lectures engaged in each subject and number of lectures are mentioned in the teaching plan and prescribed in university guidelines. If there is any discrepancy, then the concerned teacher has to provide reasons for the discrepancy. College has the provision for monthly academic progress report. The academic progress report provides detail information's about number of lectures engaged for each and every topic and sub-topic. It also gives detail information relating to different books and journals referred by the teacher for teaching the subject. To expose the students to the practical functioning of different institutions and industries, college encourages departments to undertake industrial visit or visits to different political and economic institutions functioning in Mumbai. This is substantially helping the students to supplement their class room teaching with practical knowledge. College is providing Rs. 1,00,000/- (One Lakh) as the seed money for departmental research on any topic of their academic interest or any inter-disciplinary topic involving other departments. Students are encouraged to conduct survey with pre-determined questionnaire. After conducting survey, they analyse the data with help of the teachers to reach the conclusion.This exercise by the departments help the students to develop the quality of critical analysis on different issues relating to the topic. At the end of

every academic year all teachers of the college submit their statement of completion of syllabus to the college authority. The delivery of the academic curriculum is analysed from the feedback of the students. The feedback of the students are properly analysed by giving adequate importance to every criteria of the feedback. The college on the basis of feedback analysis informs the concerned teachers about their weakness and the area in which they have to improve upon their performance. The students' satisfaction index provides a clear picture about their opinion on different aspects of the functioning of the college and its impacts' on their academic progress. The annual result of the students in different papers and programmes are also taken into consideration, to decide the students progress as well as curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Cake Making	Nil	11/03/2019	15	entreprene urship	Skill Development in different trade
Candle Making	Nil	12/03/2019	15	entreprene urship	Skill Development in different trade
Chocolate Making	Nil	14/03/2019	15	entreprene urship	Skill Development in different trade
Basics of Quilling Art	Nil	02/02/2019	02	entreprene urship	Skill Development in different trade

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

View File

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accounts, Finance and Accounts, Banking and Insurance,	06/06/2018
BA	Economics, Political Science, Sociology	06/06/2018
MCom	Accounts	06/06/2018
BSc	Information Technology	06/06/2018

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Ethical Hacking	**10/02/2018**	**20**
[View File]()		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback is considered as the most important tools at the hands of the college management for formulation of policies, programmes, developmental activities and to prepare SWOC analysis of the college. Hence feedback collection and feedback analysis is considered as a sacrosanct duty of the college. College collects feedback from all the important stakeholders of the college such as students, parents, alumni, peers and the employer. Apart from these feedbacks, we are also collecting Know Your Students information and Students Satisfaction Index on the functioning of different departments, associations and office of the college. Students' feedback on teacher is generally collected after 21 working days of the starting of a programme. College uses NAAC proforma for the collection of students' feedback on teacher. Feedbacks are collected by the IQAC to maintain secrecy, impartiality and fairness. The analysis of the feedback is carried out at two different levels. In first level, overall performance of a teacher is judged by adding all the points scored by him or her and then converting it to 4-point grade scale. On the basis of the scoring of a teacher, he or she is placed in a particular grade. If there is any low scoring, then he or she is given proper instructions to improve upon his or her performance. At the second level, each and every individual criteria is taken into consideration. If the overall score of a teacher is good but having poor scoring in any individual criteria, then he or she is advised to improve upon that area. Similarly, the feedback is taken from the students regarding the functioning of the office and how promptly their problems are solved by the office and library.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy	480	875	512
BA	Political Science, Geography, Sociology, Economics & Psychology.	120	100	100
BMS	Marketing & H.R.	75	322	75
MCom	Accountancy	60	300	60
BSc	I.T.	60	320	60
BCom	Banking & Insurance	75	315	75
BCom	Accounting & Finance	75	350	75

View File

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2264	132	38	1	3

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
18	18	4	18	2	3
No file uploaded.					
No file uploaded.					

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

Mentoring system of the college is undertaken with three basic objectives. 1) To help students overcome their environment and learning hurdles. 2) To make a systematic progress towards the stated objectives of the college for its achievement. 3) To convert students adversaries into opportunities. In order to achieve these objectives at the entry point college collects K.Y.S. forms to assess their socio-economic background, academic achievements, interest in curricular and extracurricular activities and purpose of taking admission for higher education and their ambition in life. On the basis of these collected information students are classified into different groups. 1) Socio-economically strong students with a strong desire for success through academic achievements. 2) Socio-economically strong students with desire for achievement of goal through deep

involvement in extracurricular activity. 3) Economically weak students with a strong desire to achieve success through academic achievements. All the classified data is passed on to their respective mentors, to guide the students according to their goals. The mentor is expected to keep these documents confidential and registers their likes, dislikes, strength and weakness as described by the students. This help mentors to compare these data with the K.Y.S. data to understand ability of the student for self assessment. The mentor helps them to find out major hurdles faced by the students and try for improvement through remedial measures like personal discussion, counselling, by suggesting different books through which one can overcome their problems.The mentor is expected to keep the record of the progress of mentee according to the stated objectives of the system.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2396	39	1:61

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	18	7	6	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	3A00141	SemI	28/11/2019	07/01/2019
BA	3A00142	SemII	13/05/2019	30/05/2019
BA	3A00143	Sem III	12/11/2018	18/12/2018
BA	3A00144	Sem IV	04/05/2019	20/05/2019
BA	3A00145	Sem V	29/11/2018	18/01/2019
BA	3A00146	Sem VI	04/05/2019	16/06/2019
BCom	2C00141	SemI	28/11/2018	07/01/2019
BCom	2C00142	SemII	13/05/2019	30/05/2019
BCom	2C00143	Sem III	20/11/2018	18/12/2018
BCom	2C00144	Sem IV	04/05/2019	20/05/2019
BCom	2C00145	Sem V	22/11/2018	16/01/2019
BCom	2C00146	Sem VI	11/04/2018	25/05/2019
BMS	2M00151	SemI	10/12/2018	07/01/2019

BMS	2M00152	SemII	12/04/2018	29/05/2019
BMS	2M00153	Sem III	02/11/2018	18/12/2018
BMS	2M00154	Sem IV	04/05/2019	09/05/2019
BMS	2M00155	Sem V	29/11/2018	06/03/2019
BMS	2M00156	Sem VI	08/05/2019	26/06/2019
BSc	1S00251	SemI	05/12/2018	22/12/2018
BSc	1S00252	SemII	10/04/2019	24/04/2019
BSc	1S00253	Sem III	31/10/2018	10/12/2019
BSc	1S00254	Sem IV	02/05/2019	09/05/2019
BSc	1S00255	Sem V	27/11/2018	05/03/2019
BSc	1S00256	Sem VI	13/05/2019	24/06/2019
BCom	2C00341	SemI	10/12/2018	07/01/2019
BCom	2C00342	SemII	12/04/2019	02/05/2019
BCom	2C00343	Sem III	02/11/2018	18/12/2018
BCom	2C00344	Sem IV	04/05/2019	09/05/2019
BCom	2C00345	Sem V	29/11/2018	06/03/2019
BCom	2C00346	Sem VI	08/05/2019	26/06/2019
BCom	2C00451	SemI	10/12/2018	07/01/2019
BCom	2C00452	SemII	12/04/2019	02/05/2019
BCom	2C00453	Sem III	02/11/2018	18/12/2018
BCom	2C00454	Sem IV	04/05/2019	29/05/2019
BCom	2C00455	Sem V	30/11/2018	26/03/2019
BCom	2C00456	Sem VI	09/05/2019	28/06/2019

View File

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

College has introduced a number of reforms at the institutional level to assess the performance of students, teachers and non-teaching staff of the college. The level of understanding, of the students through teaching and learning process, is evaluated through question answer session, brainstorming session, group discussions etc. This gives an insight to the subject teacher, to understand the conceptual clarity of the student and their understanding of the subject matter taught in the classroom. Generally, such sessions are arranged on weekends preferably on Saturday. The critical evaluation and innovative ideas relating to their subject matter is judged through project work and their participation in departmental research work. In some subjects, University of Mumbai has assigned marks for the project work. In other subjects, where University has not assigned any marks, for the project work, activities like field study, NGO visit is undertaken to inculcate critical thinking on the issue pertaining to different topics. Departments are organising book review programs to understand the capability of the students to link their subject knowledge to other related subjects. Apart from constant evaluation of students' performance, the college has developed proper mechanism to evaluate the performance of teaching and non-teaching staff of the college. College has monthly progress report system, which helps the authority to ascertain about the completion of syllabus as per the objectives of the syllabus. Feedback system and students satisfaction index also helps the authority to evaluate the

performance of the teacher in their respective classroom. College also collects feedback from different stakeholders to evaluate the performance of the office and library staff of the college. This evaluation process is generally used for formulation of future policies and for the improvement of teaching and learning process.

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

College usually prepares the academic calendar before reopening of the college. After preparation of academic calendar, it is circulated among the staff, student representative and office staff for observation and suggestions. IQAC takes into account all the observations and suggestions of different stakeholders before finalising the academic and administrative calendar. After accommodating the suggestions, it is again circulated among the stakeholder for their approval. Its also mentions reasons for not accommodating some suggestions. Once it gets approval of the concerned stakeholders, it is provisionally accepted by IQAC and it is finally accepted by IQAC only after getting the final approval of College Development Committee. IQAC along with head of the departments prepare the plan of action for the implementation of the academic calendar of the college. The office registrar, head of the accounts department and the librarian of the college are invited to attend the meeting. After the finalization of the action plan for the implementation of the academic calendar, the plan is again circulated among the head of Departments, Chairpersons of different statutory and non-statutory associations and committees, office registrar, accountant and librarian of the college. The administrative calendar of the college is prepared by IQAC with the help of office registrar, head of accounts department, vice-principal of the college, librarian and members of the examination committee. It is adopted by IQAC by following same procedure as in case of academic calendar of the college. The academic and administrative calendars are accepted and plan of action are prepared for their implementation, it becomes the responsibility of IQAC and academic department, office, library, accounts department to monitor its implementation. In a case of some unforeseen situation if any part of the academic or administrative calendar could not be implemented in the specific week then a supplementary schedule is prepared for its implementation in subsequent weeks.

2.6 – Student Performance and Learning Outcomes

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

http://sbvartakcollege.in/2-6-1/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00146	BCom	Accountancy	389	189	48
3A00146	BA	Sociology Political Science Psychology Geography Economics	69	48	69.56

2M00156	BMS	Marketing, Finance	55	51	92.72%
2C00346	BCom	Banking & Insurance	53	49	92.45
1S00256	BSc	Information Technology	36	30	83.33
2C00456	BCom	Accounting & Finance	63	52	82.54
2C00534	MCom	Accountancy	56	45	80.36

View File

2.7 – Student Satisfaction Survey

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

http://sbvartakcollege.in/wp-content/uploads/2020/01/SSI-2018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	M.S.C.W.	2	1.98

View File

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Incubation Centre 01	Cake Baking	Incubation Centre of the College	Cake Baking	After training students are preparing cakes at their home and college is assisting them to sell	11/03/2019

Incubation Centre 02	Candle Making Chocolate Making Basics of Quilling Arts	Incubation Centre of the College	Candle Making Chocolate Making Basics of Quilling Arts	After training students are preparing cakes, chocolates and candles at their home and college is assisting them to sell their products	12/03/2019

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
Commerce	3
Economics	4
Psychology	1
Accountancy	3
Sociology	2
English	1
View File	

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

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

	No Data Entered/Not Applicable !!!		
	No file uploaded.		

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**Nill**	**9**	**Nill**	**8**
Presented papers	**Nill**	**10**	**Nill**	**Nill**
Resource persons	**Nill**	**Nill**	**Nill**	**Nill**
[View File](#)				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	**Mumbai University**	**1**	**13**
Ganapati Immersion	**MHB Police at Boriwali**	**1**	**121**
Survey on leprosy at Borivali	**BMC Hospital MHB**	**1**	**43**
Bhajan Sandhya	**Mumbai University**	**1**	**26**
Krutadnyata Rally	**Janajagruti Pratishthan**	**1**	**56**
Self Defence Tranning	**Yuva Sena**	**1**	**36**
Voter Awareness Go Green	**BMC Rward**	**1**	**56**
School Visit at Sativali	**NSS Unit of S.B.Vartak college**	**1**	**65**
Medical Camp	**NSS Unit of S.B.Vartak college**	**1**	**54**
Donation Drive at Sativali	**NSS Unit of S.B.Vartak college**	**1**	**65**
Blood Donation campaign [113 units collected]	**NSS Unit of S.B.Vartak college**	**1**	**60**

Rangoli Competiton	NSS Unit of S.B.Vartak college	1	14
Poster making Competition	NSS Unit of S.B.Vartak college	1	14
Organizing Food stall	NSS Unit of S.B.Vartak college	2	40
Conduct survey	NSS Unit of S.B.Vartak college	2	60
HandWriting Competition	S.B.Vartak college Borivali (W)	2	15
The Essay Competition	S.B.Vartak college Borivali (W)	2	25
Postermaking Competition	S.B.Vartak college Borivali (W)	2	30
participated in Elysium Festival	B. L. Amlani College Vile Parle	2	60
organized Christmas celebration in slum area	S.B.Vartak college Borivali (W)	2	28
Hosh Rally organized by Ambagopal Foundation at Shivaji Park, Dadar	Organized by Ambagopal Foundation	2	30
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Elysium Event	Championship Trophy	DLLE, University of Mumbai	60
SRD Pared Selection	State Republic Day Parade Selection	University of Mumbai	1
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Pulse Polio Immunisaton	BMC Hospital MHB	Pulse Polio Immunisaton	1	92
Anti Plastic Campain	Seva NGO	Plastic Bottle Collection	1	52

Anti Plastic Campain	NSS Unit of S.B.Vartak college	Cloth Bag Donation Drive at Navapada[National Park , Boriwali]	2	58
Anti Plastic CampainAnti Plastic CampainAnti Plastic Campain	NSS Unit of S.B.Vartak college	Cloth Bag Making Paper Bag Making	1	134
Anti Plastic Campain	NSS Unit of S.B.Vartak college	Cloth Bag 650	1	134
Anti Plastic Campain	NSS Unit of S.B.Vartak college	Paper Bag 3200	1	134
Daan Utsaw	Goonj Foundation	Donation Collection Drive	1	30
Swaccha Bharat Abhiyan	NSS Unit of S.B.Vartak college	Cleanliness Activity at College Compus , MHB Colony, Navapada	1	121
Swaccha Bharat Abhiyan	NSS Unit of S.B.Vartak college	Street Play	1	65
AIDS Awareness	NSS Unit of S.B.Vartak college	HIV/AIDS Awareness	1	13
AIDS Awareness	BMC Hospital MHB	Street Play at MHB Colony	1	35
AIDS Awareness	BMC Hospital MHB	Human Chain [RRC]	1	74
[View File](#)				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Spoken English for students	F.Y. to T.Y. Students	Bennet Colman Ltd.	91
Short term course in C Programming Graphics	F.Y. to T.Y. Students	Self finance by the students	61
[View File](#)			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant

| Skill Development | Incubation/ Entrepreneur ship development | 1) Chockates Cake Shop, Gorai. 2) Khadi Village Industry Commission | 03/03/2019 | 27/03/2019 | F.Y. to T.Y. Students |

View File

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1800000	1629000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Athenaeum Light	Partially	v5	2013

4.2.2 – Library Services

Library	Existing	Newly Added	Total

Service Type						
Text Books	34892	3594606	375	73927	35267	3668533
Reference Books	22911	5969307	24	21587	22935	5990894
e-Books	145	Nill	Nill	Nill	145	Nill
Journals	68	116384	Nill	Nill	68	116384
e-Journals	5	19430	Nill	Nill	5	19430
[View File](#)						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	99	2	94	3	0	15	3	2	17
Added	5	0	0	0	0	2	3	0	0
Total	104	2	94	3	0	17	6	2	17

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6.29	6	18	16.29

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

College is providing physical and academic support facilities to the students through Computer Laboratories, Electronic Laboratory, Geography Laboratory and a well equipped Library with number of E-books, Encyclopedia, Reference books, Journals, E- learning centre, 28 Classrooms with ICT facility, a ground to organise sport activities and a multi- purpose Assembly Hall to organize co-curricular and extra- curricular activities. All our Labs are well equipped with advanced equipments, software, smart board etc. These Labs are maintained and constantly upgraded by the concerned departments. College has appointed technically qualified person as Lab Assistant, to look after the operation and maintenance of the equipments. College also takes the help of the designated service centre for the repairing , upgradation, servicing and maintenance of the equipments in every 6 months. Calibrations of equipments are done to keep them in proper condition. Every year as a matter of policy college adds at least five new computers to the Computer Laboratories to reduce the gap between computer- students ratio. College has well equipped Library. The library is maintained by a library committee along with the Library staff. Every year college allocates funds to each department for purchasing books to enrich the Library. Concerned departments finalizes the list of books to be purchased for the academic year from their respective departmental budget. These lists are submitted to the Library committee and the committee finally approves those lists and order is placed with concerned publishers or book sellers. All the new arrivals are properly notified on the library notice board and displayed in the library for the information of staff and students. College has E-learning centre with CD's and other learning material. College has INFLIBNET/ N-List subscription to enrich the E-library centre of the library. College library has subscribed 58 journals and all the journals are stored by the library through bound volume year wise. College has two reading rooms with adequate seating capacity. The reading room of the college is kept open between 9:00 a.m. to 7:00 p.m. In reading room students can refer textbook, reference book and encyclopedia. Students can even refer to journals from issue section of library in reading room itself. College has 28 classrooms and all classrooms have adequate number of benches to accommodate the students. All classrooms are well ventilated having sufficient natural light, all classrooms have sufficient number of fans and tube lights to make students comfortable. All classrooms have ICT teaching facility with LCD projectors. College has a ground for sports activities however college has arrangement with different Sports Complex and BMC to use their grounds for Sports practice and Annual Sports activities. College has a multipurpose assembly hall which is used by different associations to conduct co-curricular and extra-curricular activities such as dance, drama, singing, elocution, debate etc. It is also used by the Yoga Centre to conduct certificate course in Yoga and even used for conducting Conferences, Seminars, Workshops and Staff Academy programmes.

http://sbvartakcollege.in/4-4-2/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
[View File](#)			

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

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

4) Personal Counselling	18/08/2018	23	Councelling Centre
3) Yoga Mandal	21/06/2018	22	Yoga centre and NSS
2) Remedial Coaching	05/10/2018	20	All Departments
1) Bridge Course	06/07/2018	108	Department Of Mathematics and Statistics
[View File](#)			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Guidance for competitive exams	42	200	Nill	Nill
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
1) K12 Techno service Pvt Ltd. 2) TCS 3) Square Solution 4) HBD Financial Services	170	32	Nill	Nill	Nill
[View File](#)					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

| 2019 | 9 | B.A. | Political Science/ Sociology/ Economics | University of Mumbai | M.A. |
| 2019 | 92 | B.Com | Commerce | Dhanukar College | M.com |

View File

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Sports Day	College Level	350
Annual Social Gathering	College Level	130
Box Cricket	Intercollegiate Level	22
Artistry	Intercollegiate Level	97

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

View File

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

Students' Council of the College is constituted as per statute of University of Mumbai every year during the month of August / September. University of Mumbai sends its notification to all affiliated Colleges of the University for the formation of Students Council. Statute has entrusted the responsibility of formation of Students' Council to the Principal of the college who is the ex-officio chairperson of the Students' Council. Principal nominates senior faculty member as a teacher In- charge of the Council and is assisted by teacher In-charge of Gymkhana and NSS. Principal along with the teacher in-charge and other members from Gymkhana and NSS nominates the member of Students Council as per the guidelines issued by the University of Mumbai from time to time. As per the last year circular Principal was authorised to nominate one member from each Class of the college, one student each from F Y B.Com. , S Y B.Com., T Y B.Com. first year M. Com. and second year M.Com. respectively. Principal is also authorised to nominate one member from each of these associations such as NSS, NCC and Sports. The nominated members of the Students' Council elect three executive members i.e. General Secretary, Cultural Secretary and University Representative. The University Representative represents the College in University Students' Council. The students' Council of the College performs two major activities in the College. The major

responsibility of the Council is to organise curricular, co- curricular and cultural activities in the College to ensure integrated personality development of the student. Eminent personalities visit the College to guide the students and to inspire them for achieving excellence in different areas of their life. It is the responsibility of the council to organise the Traditional Day and Annual Social Gathering of the College. Through traditional day college encourages the students to wear traditional dresses of different states of India for the promoting National Integration among the students. Being the prime Association of the College it also co-ordinate the activities of other associations and encourages the student to participate in large number in different social and cultural activities of the college. Apart from these responsibilities Students' Council of the college is entrusted with the responsibility of implementation of plans, policies and programmes of the College particularly in matter concerned to students' interest. Students' Council nominates one member to College Development Committee. The student member of the CDC acts as a bridge between students and the College Management. Students' Council members are represented in different administrative body and statutory committee is of the college such as Grievance Committee, Women Development Cell, Learning Forum, College Magazine Committee etc. The members of the students' Council of the college have taken upon the responsibility to ensure the proper academic discipline in the College and help the College authority for the implementation of College academic and administrative calendar. In the academic year 2018-19 Students' Council along with NSS volunteers collected relief materials for the flood affected people of Kerala.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

41

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

25000

5.4.4 – Meetings/activities organized by Alumni Association :

Completed rain water harvesting project, visit to old age home, Distribution of food grains and educational aid to the students at navapada , our adopted village.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Faculty participation in management is an unique feature of our college. For active participation of faculty and students, all administrative activities of the college are divided into two different groups of committees. Statutory administrative committee and Non-Statutory administrative committee. The statutory administrative committees are 1) Discipline Committee 2) Admission Committee 3) RTI Committee 4) IQAC 5) College Development Committee 6) Grievance Redressal Committee 7) Library Committee 8) Purchase Committee, and Non statutory committees are 1) Academic Council 2) Research Committee 3) Equal Opportunity Cell. All these committees are composed of senior and junior teaching staff members, office staff and students of the college. These

committees provide excellent opportunities for all immediate stakeholders of the college to participate in administrative activities of the college. These committees provide a conducive atmosphere free and fair discussion on various academic and non-academic issues confronted by the college. At the beginning of the academic year these committees are formed to look after administrative aspects and smooth functioning of the college activities. Discipline Committee: Discipline committee took over itself the responsibility to maintain a high standard of discipline in the college. 1) The committee maintained the record of punctuality of the staff members and suggested various means for the improvement of sincerity and punctuality. 2) Discipline committee from time to time informs the students regarding different discipline measures that the college like to introduce in the academic. 3) It informs the parents regarding the attendance of their wards in the college. It interacts with the parents of the students having low attendance in first term of the academic year. Admission Committee: Admission committee looks after the admission process of the college and implements the policies of the government and University of Mumbai relating to the admission of the students. It prepares the merit lists of the students for admission. It helps the students to overcome if there is any difficulty regarding their admission procedure in the college. These committees suggest various measures of administrative, academic and policy reforms of the college. In academic year 2018-19, because of the suggestions of these committees the following activities were undertaken. 1) Academic audit 2) Energy audit 3) Green audit 4) The Academic Council and Nature Club members were actively participated in academic and energy audit respectively. These committees were even entrusted with the responsibility of implementation of the suggestions of the auditors and complying with audit objectives. Similarly, the campus development and infrastructure management committee felt the need for installation of lift facility, installation of solar panel, Compost making machine and expansion of the capacity of rain water harvesting if possible. College has taken adequate measures for installation of lift, solar panel, compost making machine and expansion of the capacity of rainwater harvesting system. All our committees are actively engaged in investigation, assessment of academic and non-academic requirements and constantly recommending ways and means for development of academic and non-academic atmosphere of the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	College is conducting admission procedure for different courses, as per the schedule provided by the Government of Maharashtra and the University of Mumbai. All admission were given strictly on merit basis and admission lists were displayed on the college notice board and website of the college. A group of teaching and non-teaching staff were provided with the responsibility to guide the students and help them, if they confront any difficulties confronted by them in admission procedure. The entire process of admission is computerised and online.

Industry Interaction / Collaboration	In the academic year 2018-2019, we had collaboration with few industries such as Bannet Coleman India (The Times of India Group of company), Tata Consultancy Service (TCS) for providing spoken English training, personality development course and internship for our students.Around 90 students joined the spoken English course conducted by Times of India Group. Around 30 students of first and second year courses had enrolled themselves for 3 months personality development programme and TCS has a plan to absorb these students after their successful completion of training course. K-12 Technology Service Pvt. Ltd. has already absorbed 30 students for internship in the company. College has collaboration with ICICI Bank to accommodate our students in their skill development institute at Andheri. After successful completion of their programme ICICI bank has agreed to provide employment assistance to our students. College has organised three industrial visits to give exposer to our students to production, industrial management, industrial sale etc. Nearly 200 students participated in the industrial visit organised by the college.
Human Resource Management	College has introduced human resource management system. 1) Improvement of efficiency of available human resources through training, faculty development programme and exposure to different work area for experience. 2) Constant evaluation of the performance of the employees through feedback mechanism and students satisfaction index
Library, ICT and Physical Infrastructure / Instrumentation	College has taken following steps to improve upon the quality of library, ICT and physical infrastructure. 1) All classrooms have LCD projectors to assist the teachers to adopt audio-visual method of teaching. 2) The assembly hall of the college has internet facility and audio-visual facility to provide ICT learning experience to students. 3) Smart boards are used by the department of mathematics and self-financing courses to provide a better learning experience in the classroom. 4) The E-learing centre has been updated with new E-learning materials and subscription to

	E-journals. 5) The library added 2,433 books with an expenditure of Rs. 5,72,575/-. 6) Automation process in the library has been initiated, which may take 06 more months for completion. 7) In physical infrastructure old fans and classroom furniture are constantly replaced by new. To develop power efficiency LED tube lights are replacing the old tube lights. 8) Priority was given for maintenance of green environment. 9) Entire college building has been converted into Wi-Fi zone.
Research and Development	To improve upon the quality of research and development in the college, college is planning apply to University of Mumbai to open a research centre in our campus. This would help our students passing out from post graduate course in commerce. Proper infrastructural support has been provided to our teaching staff members to carry out research activities in the college. Our sociology department completed a minor research project along with commerce and economics department on "Career consciousness among female students: A reflection of socio-economic and cultural background of the family" with the financial assistance of Rs. 1,98,860/- from Maharashtra State Commission for Women. This research work promoted interdisciplinary approach in social science reseach. College had conducted two round of research round table to inspire the young teachers to develop research attitude among them.
Examination and Evaluation	As per the guideline of the University of Mumbai choice based credit system has been introduced in the college. Curriculum of one year is divided into two semesters and the semester examinations are conducted as per the guidelines issued by the University of Mumbai. We have the credit for accuracy in evaluation and timely declaration of result. All exams result in both semesters were declared within stipulated time frame Apart from the above mentioned evaluation process, students are also evaluated through their participation in different curricular and extra-curricular activities. Their participation in book review session, departmental seminars,

	workshops and different competitions in the college are considered as the indicators for the evaluation of learning outcome of the students.
Teaching and Learning	To improve the quality of teaching and learning following measures were implemented by the college. 1) Quality parameters were issued to the staff members for the operationalisation of syllabus, keeping in view objective of the syllabus and the guidelines issued by the University of Mumbai. 2) College had conducted an academic audit by inviting the peer team members of the University of Mumbai and the suggestions of the peer team are implemented for improvement of the quality of teaching and learning. 3)Departments undertake research projects, field studies and industrial visits to supplement the class room knowledge with the practical experience of the students. 4) Formal and informal but periodical evaluation methods were introduced to improve upon the teaching and learning process. 5) Remedial coaching, bridge courses, tutorials are engaged in different subjects to help the slow learner to catch up with others.
Curriculum Development	As our college is affiliated to University of Mumbai, the curriculum is design by the University of Mumbai and implemented by the college. Within a limited scope for curriculum designed, most of our teachers are actively participating in the seminars and workshops organised by the University of Mumbai for restructuring of the syllabus or implementation of syllabus. They are advancing their suggestions to the Board of Studies of their respective subjects. However, we are designing curriculum for all our add on courses such as C C programming, tally, yoga etc. Even the IQAC of the college insist upon the upgradation of the University syllabus by supplementing it with all advance development in the subject.

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

E-governace area	Details
Planning and Development	1) College had prepared the academic calendar for the academic year 2018-2019, and was uploaded on the college website for the information to

	all stakeholders of the college. 2) College collects suggestions from different stakeholders particularly from the alumni and parents through e-mail and their suggestions are placed before different committees to accommodate them in the development programme of the college. 3) College also placed the minutes of the meeting of IQAC and College Development Committee on the college website for the information to all the stakeholders and the action undertaken by the college on their suggestion. 4) The meeting of the C.D.C. (College Development Committee) is intimated to all the members minimum 15 days in advance from the schedule day of the meeting and if any member fails to attend the meeting because of any prior engagement, can send his suggestions and observation through email.
Administration	College is maintaining the attendance of the teacher through biometric system, the IQAC is collecting feedback and K.Y.S. online and offline. Progress of the teaching, office and library performance is assessed through feedback system.
Finance and Accounts	Using HRMS software for keeping record and preparation of salary bills, pay slips, tax computing etc. The cash book and ledger of the College has been computerised. The staff provident fund is also computerised. Automation has been introduced as part of the accounting system of the College.
Student Admission and Support	Admission to various courses are conducted by the College in accordance with the circular issued by the University of Mumbai and Government of Maharashtra form time to time. As per the guidelines issued by the University of Mumbai, students' seeking admission to 1st year degree courses has to apply through online web portal of University of Mumbai, with specific choice of college. After completing this formality student has to apply to the college of their choice through proper application form, after receiving the application from the students, it is uploaded in the computer and the merit list is prepared. Categorisation of students according to reservation facilities is also carried out through computer.

Examination	The exam system of the College is completely computerised. Students result, Subject wise gracing and finalisation is automatically done through computer software. Preparation of grade card and preparation of grade wise merit list is also done through computer.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	05/09/2018	03/10/2018	28
Refresher Course	1	29/05/2019	12/06/2019	14
Workshop	1	20/12/2018	24/12/2018	05
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	4	Nill	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit Society	Credit Society,	Group Insurance

Karmachari Kalyan Niddhi

6.4 – Financial Management and Resource Mobilization

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

The financial audits both internal and external are conducted by the college on regular basis. For internal audit college has appointed C.A.Mr. S.V. Ginde, who is conducting all internal audit and audit of final balance sheet of the college. Whatever suggestions and compliance suggested in the financial audit report is taken on priority basis for compliance. External audit is conducted by joint director of Higher and Technical education, Mumbai region. This audit is conducted as per the scheduled prepared by the office of the Joint Director Higher and Technical Education Mumbai. Even college account is subjected to A.G. Audit. This audit is conducted by the auditor of the government as per the scheduled prepared by the department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Mumbai	No	Nill
Administrative	Yes	University of Mumbai	Nill	Nill

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

1) Intimation to parents regarding the academic progress and college attendance of the wards. 2) Career counselling of the children. 3) Collection of suggestions from the parents for development of academic and physical infrastructure.

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

1) Financial assistance from G.E. credit society. 2) Encouragement for improvement of qualification. 3) Computer literacy programme.

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

College has taken due care for the implementation of suggestions of the Peer Team Members for quality enhancement of the institution under section IV of the observation. The team had given 12 suggestions actions have been initiated for the implementations of these suggestions. For the introduction of Clinical Psychology Course already, college academic council has approved it and appointed a committee to verify the feasibility by discussing it with the psychology students of our college and nearby colleges. On collaboration and consultancy service, college has entered into collaboration with ICICI Bank

skill development centre, Times of India and TCS for providing training on different skills to our students. College has also developed linkages with several industries and institutions for providing employment to our students. For office and library automation, negotiations are in progress for customization of the software as per the need and requirements of the college. College has taken a decision to increase the seed money for the departmental research from Rs. 1,00,000/- (One Lakh) to 1,50,000/- (One Lakh Fifty Thousand). For outdoor sports activities, college has made an arrangements with Mumbai Municipal Corporation, the later has agreed to provide access to our students to Arun Kumar Vaidya Ground for practice of outdoor games and to conduct athletics meet. As a matter of principle, college is adding five new computers every year to reduce the computer to student ratio. College head conducted academic audit through University of Mumbai in September 2018 and applied to University academic audit for 2019-20. College is conducting internal audit through internal auditor on regular intervals.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Preparation and revision of quality parameters	07/05/2018	07/05/2018	20/06/2018	40
2018	Timely collection of stakeholders feedback, analysis of feedback and remedial measures initiated to comply with the observations in feedback.	27/06/2018	27/06/2018	29/06/2018	825
2018	Academic and administrative audit conducted by University of Mumbai.	03/10/2018	03/10/2018	03/10/2018	2240
2019	Guest lecture on " Environment, Gender	07/01/2019	07/01/2019	08/01/2019	97

| 2019 | Extension work on consumer rights, swachta abhiyan, and candle march to pay homage to martyrs of Phoolbama. | 22/01/2018 | 22/01/2019 | 25/01/2019 | 132 |

View File

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness on prevention of sexual harassment at workplace and unconscious bias	20/08/2018	20/08/2018	89	28
Short Movie Session	11/03/2019	11/03/2019	52	Nill
Short Movie Session	06/10/2018	06/10/2018	99	Nill

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nill
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nill
Rest Rooms	Yes	4
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	03/08/2018	1	.Employment Drive 2. Career Counselling 3. Clean India Mission	Development of interview skills among the students 2. Employment for deserving students 3. Students interaction with society	100
2018	1	1	03/08/2018	05	Clean India Mission	Development of consciousness for environment	57

View File

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

Title	Date of publication	Follow up(max 100 words)
G.E. Society's Code of Conduct	11/06/2018	The code of conduct has given importance to the behaviour of the staff within and outside the college campus. It aims at creation of a healthy academic atmosphere through participation of students and staff in the academic progress as well as institutional progress through their participation in different curricular, cocurricular and corporate life of the college. It has strictly prohibited for use of any immoral practices by the staff member for their personal gain or initiating any conflating

environment in the college. It begins with the basic understanding that "Vidyarthi Devo Bhav".

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Personality development programme	07/09/2018	07/09/2018	14
Youth Leadership development Programme	31/07/2018	31/07/2018	43
Bhartiya Sanskruti Pariksha on Prerna Deep	25/09/2018	25/09/2018	22
Residentila Camp at Solapur for Personality development	25/12/2018	27/12/2019	5
[View File](#)			

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

Tree plantation programme inside the college was undertaken by N.S.S. students.

College has initiated process for installation of solar panels for production of green energy.

Segregation of dry waste and wet waste has been taken by the college in priority basis. College has initiated the process to install compost making machine to convert wet waste into compost, which can be used by the college.

Capacity of rain water harvesting has been increased.

College campus is made a plastic free zone.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Know Your Students (K.Y.S.) and Mentoring System Objective: –Y.S. provision helps the college to have a scientific analysis of the students taking admission in the college for higher learning and to understand various type of disabilities which make it difficult for them to cope with the curriculum. The mentoring system helps in the process by eliminating those disabilities and instilling confidence in them to acquire knowledge and to develop a multifaceted personality, which is an integral part of the stated objective of our vision. Need addressed and context:-On several occasions it has been seen, a student is categorised as a slow learner because of his inability to express himself due to inadequate knowledge of the language or due to certain mental block coupled with complex psychology. The K.Y.S. and mentoring system is designed to understand the real difficulties of the students and to evolve remedial measures to overcome those difficulties. The mentoring system keeps constant vigil on students to measure their behavior in the college. The college takes immediate measures if any kind of depression or aggression is found in the behavior of any student. A high degree of depression or aggression always leads to suicidal tendency among students. Removal of tension and building up of confidence within a student is the important aspect of the

system. The Practice: -At the entry point, each student has to disclose to the college a rough bio-data of his educational, curricular and extracurricular activities in a prescribed format. It gives an opportunity to the student for self-introspections and to understand his strengths and weaknesses. The student also has to disclose his future aims and objectives through K.Y.S. The college conducts aptitude test for the students with the help of a professional agency to find out their real aptitude. The K.Y.S. forms are properly analyzed and the result of the aptitude test provides the basis for a scientific analysis. 30 to 40 students are placed within the control of each staff member and it is the responsibility of the staff member to eliminate any wrong assessment of the student about his own capability or any other disability that acts as a hindrance to his/her progress. The mentoring system provides students with adequate care to persue their academics and develop confidence to meet the challenges of the time. Evidence of Success: -It has helped the students to improve upon their knowledge, interpersonal interaction, student – teacher relationship and the achievement of the vision, mission and objective of the college, which is evident from students' progression. Resources: – A stable academic and cultural atmosphere is required, in which all students identify themselves with the system and consider themselves as an important and integral part of the system Maintenance and Development of research culture among the students Objective of the Practice: -An Institute of higher learning should develop a research culture among the students, which would help them to cultivate a sense of teamwork and develop skills to carry out projects. This would also sensitize the students to the problems of the poor and marginalized section of society. Need addressed and context: -The College strongly believes that the theoretical knowledge of the students should be supplemented by practical field experience. It provides ample opportunity to the students to understand the ground reality of the non – performance of several ambitious policies, programmes and projects of the government. It helps them to develop necessary skills and contacts. The Practice:- For the purpose of evolution of research culture, various departments and Associations heads are entrusted with the responsibility to select the research problems and to encourage students to participate in it. Students are divided into small groups comprising of 10-15 students. The concerned teacher gives a proper guidance about the objective of the projects. Students are asked to predict the outcome of the project and few relevant predictions are accepted with consensus as the hypothesis of the project. Each group is advised to consult books and articles on the net relating to the concerned subject to acquire adequate information relating to the work done in the field and the necessary conclusion obtained therein. Then the students are allotted specific areas to conduct interviews either of all members of the locality (if sample size is small) or randomly as per the method decided by the group. After obtaining the data, students are asked to prepare raw tables for the analysis of data. The raw tables help them to analyse the data scientifically. The teacher concerned helps them to write the report in the format of a research project. Evidence of Success: – This project was started with a few students in the year 2012-2013. Now the response has considerably increased. Participation in the research round table of the college has also increased. This shows the increasing enthusiasm among the students for the participation in the project. Resource:- College has an adopted pada surrounded by a number of small padas which provide adequate opportunity for the college to conduct surveys among the people on different areas of academic interest. Apart from this, every year our students participate in Y.F.S.D. camps in remote parts of Maharashtra and as a matter of principle, we conduct a survey in those localities to create a better rapport with the local people and to obtain information about their social and cultural life. Even during elections, we undertake opinion polls to testify our research finding with the result of the election.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://sbvartakcollege.in/7-2/

7.3 – Institutional Distinctiveness

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

As stated in the Vision of the college, the most important objective is to achieve excellence through high levels of academic, personal and culture success. For this, the focus of activities, both curricular and extra-curricular are aimed at an integrated personality development of the students, finally helping them to face the challenges of the Globalised world. In order to achieve the objectives of the college, a plethora of associations have been setup in the college. The aim is to inculcate a habit of participation in curricular and extracurricular activities within their stay (of 3-5 years) in the college. Debate, essay writing, elocution and book review competitions help students to develop creativity, analytical knowledge, capability to comprehend and to find out the solution to a problem. The co-curricular activities supplement the classroom teaching with practical assessment. We relentlessly pursue activities that prepare our students to be ready for contemporary challenges. The college is actively engaged in organising field visits, industrial visits and NGO visits etc. for data collection about various aspects of human life through samples and surveys. These activities help students to go beyond the comfort of the classroom and campus to the real world while also understanding socio-economic situation of the Nation. This helps them to develop both sympathy and empathy for the people deprived of their basic needs. Industrial Visits help develop an insight about the real situation of the industries, their problems, their predicaments. We endeavour to excel by exposing our students to variety of career options while nurturing their empathy for others. Activities like Painting, Advertisement, Copy writing, Face painting, and Nail art generate confidence in the students to commercialise their skills for a better living. Our Incubation Centre organises short term courses on candle making, cake baking, chocolate making etc. for the students to expose them to various start up ideas. Some of our students have entered into these businesses, and are inspiring their juniors through the talent gallery platform provided by the college. College believes in the Gandhian dictum that the real meaning of education is an integrated development of mind and body. College has a gymnasium and gymkhana to support the students endeavour to excel in sports and games. We have received a number of prizes and opportunities of participation at State, National and International level for different sports and games. "Service to mankind is service to God" is the motto of our N.S.S. students. They are constantly engaged in helping the less privileged and to carry out the programmes of national importance like the, "Swatch Bharat Abhiyan", "Jandhan Yojana" and Insurance schemes. N.S.S. attempts to make people understand the importance of these projects of the government through street plays, songs etc. These associations hold several competitions throughout the year to develop a competitive spirit among students. This creates a sportsman spirit in the student where they accept defeat, and learn to convert their weakness into strength.

Provide the weblink of the institution
http://sbvartakcollege.in/7-3-1/

8.Future Plans of Actions for Next Academic Year

Infrastructure Development:- Physical Infrastructure facilities will be increased to provide better services to students. Renovation of Classrooms will

be undertaken like painting, replacement of black boards by white boards, upgraded version of LCD projectors will be installed for making teaching and learning process easy and interesting. Storage Space and facility is to be created in library to meet the growing demand of the students and diversification of academic activities. Upgraded new Xerox Machines are to be introduced in Examination Section for efficient conduct of Examination and fulfillment of requirement of online Examination Process. Computer laboratories are to be modernized with the introduction of new Computers and new software's. Academic Planning:- Internet facilities for ICT based education to be increased for motivating the students. Recording Lab is to be developed for the effectiveness of ICT Education. Virtual Classroom facilities to be provide for interaction of students and staff with other institution and experts from different expertise. Plan to introduce Clinical Psychology Lab as suggested by NAAC Peer Team. Plan to conduct need based short term courses like tally, retail marketing, communication skills and computer programming. Planning to apply for extra division of F.Y. and S.Y. B.A and B.Com classes as well as B.Sc. IT and B.M.S. Plan is also there to introduce M.A courses in subjects of Economics, Sociology and Political Science. To increase and enrich the research culture amongst the students and teachers college will apply for research center. Under the research center college will conduct various research activities like Minor and major research Projects, organize Seminar and conferences, research round table etc. College research centre will help students and teachers to register for M. Phil and Ph. D. degree. Such activities will help to enrich research culture. Office and Library automation :- To cater the growing need and diversified academic activities of the office, plan is to atomize office through introduction of new software's for smooth and fast administrative work. For systematic documentation and storage of files new cupboards and shelves to be added in the office and also plan is to make the office fully air conditioned. Looking at the important role of library in the academic life of students, library needs to be atomized through introduction of library automation software, human resource management software and INFLIBNIT. Under INFLIBNIT more number of journals to be added. Environmental Development:- To make the college campus environment friendly plan is to introduce a compost machine to dispose wet garbage. Plan is also to enlarge the capacity of rain water harvesting. Solar panels will be installed for generation of solar energy. This will help reduce environmental degradation and promote the use of clean energy. Being in city like Mumbai where there is lack of space but need of clean and green environment college plans to introduce vertical garden in the college premises.