



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	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 its own campus?	Yes
• Phone no./Alternate phone no.	02228673498
• Mobile No:	9833408073
• Registered e-mail	sbvartakcollege@gmail.com
• Alternate e-mail	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
• Pin Code	400091
<b>2.Institutional status</b>	
• Type of Institution	Co-education

• Location	<b>Urban</b>
• Financial Status	<b>Grants-in aid</b>
• Name of the Affiliating University	<b>University of Mumbai</b>
• Name of the IQAC Coordinator	<b>Dr. S. B. Karande</b>
• Phone No.	<b>02228673498</b>
• Alternate phone No.	<b>02228673498</b>
• Mobile	<b>9766676811</b>
• IQAC e-mail address	<b>iqacvartakcollege1979@gmail.com</b>
• Alternate e-mail address	<b>sbvcns@gmail.com</b>
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sbvartakcollege.in/upload/add_media/1627655512_AQAR%20Report%202019-20.pdf">https://sbvartakcollege.in/upload/add_media/1627655512_AQAR%20Report%202019-20.pdf</a>
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>
• if yes, whether it is uploaded in the Institutional website Web link:	

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>77.65</b>	<b>2004</b>	<b>16/02/2004</b>	<b>15/02/2009</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.37</b>	<b>2011</b>	<b>27/03/2011</b>	<b>26/03/2016</b>
<b>Cycle 3</b>	<b>B+</b>	<b>2.60</b>	<b>2017</b>	<b>12/09/2017</b>	<b>11/09/2022</b>

### 6.Date of Establishment of IQAC

**18/01/2005**

### 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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	No File Uploaded	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1) A Two day online International Conference was organized on 21st and 22nd May 2021. The main theme of the Conference was "Covid 19: Future Roadmap". Total 47 articles were received and published in the "Conference Proceeding" containing ISBN 978-93-83672-80-6. Along with this 37 papers were also published in peer reviewed refereed and UGC listed, journal no. 40776 &amp; ( April to June 2021 ) named "AJANTA" having Impact Factor 6.399. 2) IQAC has taken the initiative in promoting Research Aptitude among staff members and students and 26 research papers have been presented by staff members in National and International conferences during the academic year 2020-21 and a Peer Reviewed Half -yearly National Level Journal "The Quest" with ISBN Number 978-81-948515-2-3 was published for the duration of January 2021 to June 2021. 3) A course "English for Employability" for students was organised in collaboration with Bennett Coleman Co. Ltd ( Times of India ) from 1st July 2020 to 15th September 2020, ( 96 hours) 27 students participated, Second batch started from 21st February, 2021, 10 students participated and 3rd batch started from 26th May 2021 and 28 students participated and the participants were given the certificates of participation. 4) Collection of Know Your Students (K.Y.S.) forms of the students</p>		

and on the basis of K.Y.S., students were scientifically classified into different groups according to their achievements, objectives and ambitions, which helped for proper mentoring of the students for achievement of their objectives. Students' feedback is collected and the findings of feedback are used for grading teachers, preparing the developmental plan and initiating remedial measures to overcome the lacuna, if any. 5) Conducted online training programmes for faculty members of different software's and various online platforms to continue the teaching learning process during pandemic.

**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
<p>Online Training Programme for Faculty members</p>	<p>To continue the teaching learning process during the pandemic situation online training programme of different software's and online platforms conducted in the month of July and August 2021.</p>
<p>ISO Audit</p>	<p>Internal ISO audit was conducted on 28th December, 2020</p>
<p>International Web Conference</p>	<p>A Two day International Web Conference was organized on 21st and 22nd May 2021. The main theme of the Conference was "Covid 19: Future Roadmap". Total 47 articles were received and published in the "Conference Proceeding" containing ISBN 978-93-83672-80-6. Along with this, 37 papers were also published in peer reviewed refereed and UGC listed, journal no. 40776 &amp; ( April to June 2021 ) named "AJANTA" having Impact Factor 6.399.</p>
<p>Preparation of Academic calendar</p>	<p>Academic calendar was prepared by the IQAC Coordinator Dr. S. B. Karande under the Guidance of Principal Dr. S.V. Sant, at the beginning of the academic year and conducted all curricular, co-</p>

	curricular and extra curricular activities accordingly during the year 2020-21.
Develop Research Culture	IQAC has taken the initiative in promoting Research Aptitude among staff members and students a Peer Reviewed Half -yearly National Level Journal "The Quest" with ISBN Number 978-81-948515-2-3 has been published for the duration of January 2021 to June 2021.
Bridge Course	As a part of Quality enhancement programme, the Bridge course was conducted for Mathematics and Statistics. Total 218 students participated

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>
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Name	Date of meeting(s)
College Development Committee	28/03/2022

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2020-21	23/02/2022

## Extended Profile

### 1. Programme

1.1 07

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

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 2463

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1227

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 783

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 36

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 60

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	07
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	2463
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	1227
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	783
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	36
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	60
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 4. Institution

4.1	24
Total number of Classrooms and Seminar halls	
4.2	36.51
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	92
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

The college has a well-established mechanism for the delivery of curriculum and its implementation. All programmes taught by college are affiliated to University of Mumbai. The college has three fold mechanisms for the completion of curriculum. i) At college level, every year academic calendar is prepared by the IQAC in consultation with HODs of all the departments very meticulously and accordingly time table is prepared by the time table committee. Time table reflects proper allocation of lectures for theory, practicals and tutorials. Well in advance college declares the dates of college examination, tentative plan of university examination and list of holidays as per university circular. ii) At departmental level, all departments conduct departmental meetings on the regular basis to complete the curriculum effectively. Innovative teaching methods, new activities and initiative, teaching-learning process are discussed in meetings. Workload is distributed to teachers, Heads of the Departments, take utmost care to complete the curriculum in a



stipulated time and review the departmental activities from time to time. All departments carry out result analysis after declaration of results. iii) For the effective delivery of curriculum, each faculty member prepares teaching plan for corresponding academic year. Teachers attend workshop when syllabus is revised by the Board of Studies, teachers also attend orientation programme, refresher courses, FDPs and short term courses sponsored by UGC-HRDC/RUSA. Monthly progress report is prepared by each teacher.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of semester examination etc. The academic calendar is prepared so that teachers know all the activities regarding continuous internal evaluation process. The academic calendar helps the faculty members to plan their respective course delivery, research work, curricular, co-curricular and extra-curricular activities. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, webinars, project work, assignments, class test, tutorials and semester examinations. To review continuous internal evaluation, examination committee is formed at the college level which monitors overall internal assessment process. Department heads closely supervise and monitor the completion of the syllabus as per the teaching plan prepared by faculty members.

With the help of class tests, assignments, tutorials, bridge courses, quizzes, webinars, continuous internal evaluation of the students is monitored. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

<p><b>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</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

**4**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data**

**requirement for year: (As per Data Template)**

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

65

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

65

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Our Institution integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values, Gender Equality, Environmental Awareness etc. which are inseparable part of our curriculum. Issues related with environment and environmental sustainability is manifestly integrated into curricula of Environmental studies and Geography. However, other courses also carry topics on environmental issues. Almost all programmes are ingrained with a course or part of course that deals with professional ethics. As a subject, we have Foundation Course which has topics on Gender, human values, ethics, environment and sustainability.

Institution also has various associations like Nature Club, NSS

Unit, Women Development Cell, Counselling Centre, Yoga Centre, Vangmaya Sabha, Department of Life Long Learning and Extension etc. that conduct various activities pertaining to the above mentioned issues.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

11

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

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

1754

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 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**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

#### 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**

2775

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

1227

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Most of the Students admitted in our college come from various economic sections and communities of the society. These students come from the vernacular medium, they hesitate to open up and interact with the teachers, department takes initiative to identify slow learners and advanced learners based on their performance in their classes. To bridge the gap between the slow learners and the advanced learners, special coaching sessions or tutorial sessions are conducted.

Special measures taken to support slow learners:

- Academic and personal counseling done by the faculty members to discuss their problems and resolve them
- Simple and standard lecture notes/course materials are provided to understand better.
- Tutorial assignments
- Class tests are conducted.

The objective of this program is to make them competent and self-confident to face the exams and reduces the drop out ratio.

Special Programmes for Advanced Learners

- Guidance is provided to the students to prepare for professional programmes e.g. MBA, MMS etc.
- Skill Development Programmes are organized
- Organized guidance sessions for competitive exams.
- Encouraged students to participate in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges and University.
- Motivating Learners for in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz competitions.

The students, who secured Ranks in the college and University Examination, are honored with endowment prizes & Certificates.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2463	36

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 conducts various student centric activities throughout the year to enhance student involvement as a part of participative learning and problem solving methodology. College organizes the activities like group discussions, model making, field visits, debates, quiz, assignments, seminars, project writing, exhibitions, writing articles and power point presentation. The college organizes co-curricular, extra-curricular, and sports activities, which help the students for their all-round personality development.

Faculty members make sincere efforts in making the learning

activity more interactive by adopting the below-mentioned student-centric methods.

**Experiential Learning:**

- Project work
- Participation in competition at various levels
- Guest Lectures
- Value Added Courses
- Laboratory Sessions
- Discussion on current affairs
- Practice class tests

**Participatory Learning:**

- Role play
- Team work
- Group work
- Participation of students in seminars and conferences.

**Problem-solving methods:**

- Assignments
- Classroom debates
- Group discussions
- Quizzes
- Mock interviews
- Workshops on life-skill development
- Participation in Inter-collegiate events
- Case studies
- Research Activities
- Mentoring program for students

File Description	Documents
Upload any additional information	No File Uploaded
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

The college follows ICT enabled teaching in addition to traditional methods of teaching. The faculty members are using online platforms such as google meet, zoom, jio meet, google



classroom, google forms, PPT, Video clippings, Audio system, online sources etc. to expose the students for advanced knowledge and practical learning. Classrooms are equipped with LCD & projectors. Efforts are made by the institute to provide e-learning atmosphere in the classroom. Specialized computer laboratory and well equipped e-learning facility have been provided to promote effective learning. Our campus is Wi-Fi enabled to promote ICT enabled teaching learning process.

Teachers use ICT tools for:

- Power-point presentations in their teaching by using LCD and projector.
- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Faculties prepare online quiz for students with the help of GOOGLE FORMS.
- Videos are made available to the students for life-long learning and future reference.
- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, Paper presentations etc. are being organized.
- The class room presentation, notes, case study, e-books etc. are shared by the respective faculty and are easily accessed by the learner from anywhere and anytime.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://sbvartakcollege.in/upload/add_media/1639115988_232 ICT Enabled Tools.xlsx">https://sbvartakcollege.in/upload/add_media/1639115988_232 ICT Enabled Tools.xlsx</a>

**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**

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

4

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

284

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The college has transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The examination related notices are displayed on notice board, uploaded on college website and also circulated through respective WhatsApp groups. The syllabus for the examinations is communicated to students during class room interactions. The principal holds meetings of the faculty members and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the merit lists of students are displayed on notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation methods at college as per the guidelines provided by University of Mumbai. Continuous evaluation is done through Exams, Group Discussion, Tests, Assignments, Research Project, Presentation, Quiz etc. Exams are conducted as per the schedule given by University of Mumbai. Results are intimated to the students within 45 days after the completion of exams.

For transparent and robust internal assessment, the following mechanisms are used-

- Examination Committee meetings
- Question Paper Setting as per University rules
- Conduct of Examinations as per University guidelines
- Proctoring during exam
- Recording of online exam sessions
- Display of results within stipulated time limit

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

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

The institution has a transparent, time-bound and efficient mechanism for redressal of examination related grievances. The redressal of grievances for first and second year evaluation is done at college level and cases of grievances for the final year evaluations are forwarded to the University. At the college level, an examination committee is constituted for smooth conduction of examination. The examinations are conducted as per the guidelines provided by University of Mumbai from time to time.

- Our college acts as a lead college in our cluster to carry out the responsibility of planning the examination as determined by the University of Mumbai.
- Being a lead college, our college has prepared online examination schedule in consultation with other colleges in the cluster and communicated it to the students well in advance.
- Online survey was conducted by the college as per the guidelines given by University of Mumbai to check readiness of students for online exams.
- Question Bank was prepared for each subject (Marathi / English, as per the required medium) with the help of the teachers in cluster colleges.
- The online exam was conducted in Multiple Choice Questions (MCQ) pattern. Revaluation facility is not provided for online exam as per University guidelines.
- Sample MCQs were made available on college website for students' understanding.
- Mock test was organized for students so as to make them aware about the online exam.
- Task Force was formed by the college to deal with exam related queries of students and provided technical assistance during the online exam.
- Online proctoring was done by the faculty members with the help of Zoom meeting app.
- Proctoring and recording of online exam sessions was done by the invigilators.
- Marks of these online examinations were uploaded immediately

on the MKCL / University website.

File Description	Documents
Any additional information	No File Uploaded
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.

While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, mentors, course co-ordinators, program/ISO co-ordinators also inform the students and create awareness and emphasize the need to attain the learning outcomes. In addition to this, all the key stakeholders are made familiar with program outcomes through faculty workshops, student workshops, student induction programs, faculty meetings, parent teacher interactions etc. Hard Copy of syllabi and Learning Outcomes are available in the college library for ready reference to the teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The programme outcomes and programme specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of students' knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped through university examinations, internal exams, assignments etc.

College has a system for measuring the levels of attainment of programme outcomes and course outcomes. Various direct and

indirect methods are used to assess the programme outcomes and course outcomes.

#### Attainment of the course outcomes

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation and result.

All the teachers of various departments try to complete the courses as per the teaching plan prepared at beginning of the academic year. Completion status of the syllabus can be assessed with the help of monthly progress report submitted by teachers every month. The continuous evaluation is done through test, quizzes, assignments, presentation etc. term end examination result of every course also provides the picture regarding progress of the students.

Attendance committee prepares the attendance report of the students every month. 75% attendance is compulsory for appearing the examination of the courses.

Feedback of course is conducted for finding out whether the knowledge, skill, and attitude learned from the courses is adequately satisfying their expectations or not. The online student feedback system provides information pertaining to the relevance of the course, availability of course material, course importance in terms of employability and helps to measure its learning outcomes.

The institution also utilizes student satisfaction survey developed by NAAC for assessment and accreditation process. This feedback helps for measuring the attainment level of course and programme outcomes, the analysis of the same is uploaded on college website to inform all stakeholders about the virtues and shortcomings in teaching, learning and accomplishment.

File Description	Documents
Upload any additional information	No File Uploaded
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

783

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

## 2.7 - Student Satisfaction Survey

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

[https://sbvartakcollege.in/upload/add\\_media/1648262892\\_Student%20Satisfaction%20Survey\(2020-21\).pdf](https://sbvartakcollege.in/upload/add_media/1648262892_Student%20Satisfaction%20Survey(2020-21).pdf)

## 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)**

Nil

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

**3.1.2 - Number of 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**

0

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

**3.1.3 - 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**

19

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

0

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



### 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

26

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Gokhale Education Society's Shri Bhausahab Vartak Arts, Commerce and Science College organized activities in the neighborhood community during the year 2020-21, for sensitizing students towards social issues and for their holistic development. Following activities were organized online -

1. A session was organized on 'Road Safety Awareness' by the NSS Unit of the college in collaboration with United Way NGO on 9th and 10th September, 2020.
2. A session was organized on 'Waste Management' by the College on 3rd October, 2020.
3. Rashtriya Ekta Diwas was celebrated and a quiz was conducted by NSS volunteers to recognize the contribution made by Shri. Sardar Vallabhbai Patel, Former Home Minister of Government of India on the occasion of his Birth Anniversary on 31st October, 2020.
4. 'Bottle for Change Programme' was organized by the NSS Unit of our college in collaboration with Bisleri Limited Company on 10th November, 2020.
5. Indian Constitution Day was celebrated by reading the Preamble to the Constitution in all classes of the college on 26th November, 2020.
6. Lecture on 'AIDS Awareness' was organized by NSS Unit of our

college on 1st December, 2020 i.e. World AIDS Day.

7. NSS unit of our college in collaboration with the Department of Sociology organized a Guest Lecture on 'Suicide Prevention' on 9th December 2020.

8. 'Mazi Vasundhara Diwas' was celebrated by creating an awareness about environment among the students on 1st February, 2021.

The activities conducted in the college as mentioned above proved to be useful for sensitizing students about the environmental, health and social issues. The impacts of these activities are given below-

? The session on 'Road Safety Awareness' developed cautiousness among the students about the road safety.

? The session on 'Waste Management' imparted valuable information regarding different types of wastes and methods/techniques for reuse, recycling and disposal of wastes. Under this initiative, students collected 203 kg of e-waste and dry waste and donated it to the NSS Unit of Mumbai University on 1st February, 2022.

? 'Bottle for Change Programme' helped our students to know the many ways of recycling plastic. After this programme, the students collected plastic bottles at their home and donated it to the Bisleri Limited Company.

? Lecture on 'AIDS Awareness' educated students about the causes of HIV/ AIDS and preventive measures.

? Guest Lecture on 'Suicide Prevention' helped students to understand causes of stress and importance to seek counsellor support, if required, to cope with it.

? Celebration of 'Rashtriya Ekta Diwas', helped students to realize the importance of the National integrity and understand the contribution of Sardar Vallabhbhai Patel.

? Celebration of the 'Indian Constitution Day' helped students to understand the significance of the Constitution, fundamental rights and duties as a citizen.

? The students understood the importance to protect and preserve mother earth through the pledge taken on 'Mazi Vasundhara Diwas'.

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

**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**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

02

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

697

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

00

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

01

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

## 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 institution provides adequate infrastructure and physical facilities for teaching and learning. Institute has library that aims to promote the use of books by developing reading habits among the students. It is used by students as well as teachers. Our institute provides physical and academic support facilities to the students through Computer Laboratories, Electronic Laboratory and Geography Laboratory as well as well-equipped Library with number of E-books, Encyclopedia, Reference books, Journals and E-learning centre. It has E-learning centre with CDs, Journals of various institutes, E-books, N-List and other learning material. Students use E-learning centre for project works, assignments, case studies etc. Institute has total 26 classrooms, out of which, 19 classrooms have ICT facility. All 26 classrooms have adequate number of benches and all are well ventilated having sufficient number of fans and LED tube lights to make students comfortable. Every year, the funds are allocated to each department for purchasing the books from their respective departmental budget. Library has subscribed 48 journals and all the journals are stored through bound volume year-wise. Institute has two reading rooms and one seminar hall with sufficient seating capacity. In reading room, students can refer textbooks, reference books and encyclopedia. Students also can refer the journals in a reading room. The reading room facility is available from 9:00 a.m. to 7:00 p.m.

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

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

The Institute has a playground to organize sports activities and it also has an Assembly Hall to organize curricular, co-curricular and extra-curricular activities. The hall is also used by the Yoga Centre to conduct Certificate Course in Yoga and also for conducting Conferences, Seminars, Workshops, Staff Academy Programmes, Guest Lectures etc. Institute has a playground for sports activities however, institute also makes an arrangement in different sports complex or BMC grounds for Annual Sports Activities. It celebrates Annual Day Function in Prabhodhankar Thakare Auditorium, Borivali (West), Mumbai. It has a Gymkhana with adequate gym and sports equipments. This helps in keeping the students physically and mentally fit.

File Description	Documents
Upload any additional information	No File Uploaded
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.**

20

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

20

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

14.45980

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

A library is partially automated using (Autheum Light 5.0) Integrated Library Management System (ILMS). Library is a heart of any educational institution. Library plays a crucial role in the overall development of students through providing support to their curricular and co-curricular participation. Institute has a rich Library that aims to develop reading habits among the students. A Library is fully equiped with number of E-books, Encyclopedia, Reference books, Journals, E-learning centre. College has INFLIBNET/ N-List subscription to enrich the E-Library centre. College Library has subscribed 48 journals and all the journals are stored through bound volume year-wise. In reading room, students can refer textbooks, reference books and encyclopedia. Library has 36,180 text books worth Rs. 5,54,839/- and subject related reference books-23,637 worth Rs. 63,37,360/-. Computerized

searching and issuing facility are available in the Library to save the time of students and staff members. It has CD Section and Competitive Examination Section for the benefit of students and teachers. E-learning Centre of Library has Client Server facility where students can watch academic videos. The reading room facility is available from 9:00 a.m. to 7:00 p.m.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.45579

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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

12

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

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

Our institute provides free Wi-Fi and internet facility to the all staff and students. At present, the institute has a total 89 Computers (3 Servers), 16 Printers, 14 UPSs, 3Scanners, 21Projectors and 2 Laptops and all are in working condition. Institute updates Wi-Fi and upgrades softwares, refills cartridge used in printers timely. Institute provides free internet connection of TIKONA BROADBAND SERVICE and Jeebr Leased Line Service. Recently, the internet connection of company TIKONA BROADBAND SERVICE was updated from 10 MBPS to 20MBPS and Jeebr Leased Line to 30 MBPS bandwidth. College also takes help from the designated service center for the repairing, up-gradation, servicing and maintenance of equipment every 6 months. A technician has also been appointed as Lab Assistant, to look after the operation and maintenance of the equipment. A facility of additional power supply is also available through generator.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 4.3.2 - Number of Computers

92

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>C.10 - 30MBPS</b>
--	----------------------

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

#### 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)

**5.2899**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Our institute has established system for maintaining and utilizing physical, academic and support facilities. It has Computer Laboratories, Electronic Laboratory and Geography Laboratory. It takes help of the designated service centre for the repairing, up-gradation, servicing and maintenance of the equipments in every 6 months. It also has appointed a technician as Lab Assistant, to look after the operation and maintenance of the equipments. It has appointed peon for every laboratory to keep it neat and clean. The library staff keeps a regular record of no. of students visited and books issued. A library is partially automated using (Autheum Light 5.0) Integrated Library Management System (ILMS). Library has subscribed 48 journals and all the journals are stored through bound volume year-wise. In reading room, students can refer

textbooks, reference books and encyclopedia. Students also can refer the journals in a reading room. The reading room facility is available from 9:00 a.m. to 7:00 p.m. Institute's playground is used for different sports activities like Holly-ball, Kho-Kho, Kabbaddi, Shot put etc. Students regularly do practice on the ground under the guidance of a sport teacher.

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

## 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**

400

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>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</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>220</b>

<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>220</b>

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)	<a href="#">View File</a>

<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>
--	----------------------------

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

**13**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

### **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**

**124**

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

3

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 )

Every year during the month of August / September, Students' Council of the College is constituted as per the Statute of University of Mumbai. All affiliated Colleges of the University of Mumbai receive the notification for the formation of Students' Council. The 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 a senior faculty member as Teacher In-charge of the Council who is assisted by Teacher In-charge of Gymkhana and NSS. The Principal along with the Teacher In-charge and other members from Gymkhana and NSS nominates the members of Students Council as per the guidelines issued by the University of Mumbai from time to time. As per the circular, Principal nominates one member from each class of the College, from F.Y. B.Com., S.Y. B.Com., T.Y B.Com., F.Y.BA, S.Y.BA, T.Y.BA and one representative from Self Financed Courses (B.Com with Banking and Insurance/Accounting and Finance, BMS, B.Sc. (I.T.) and M. Com.). Principal is authorized to nominate one member as a representative of SC/ST category and one student each from NSS, NCC and Sports. The nominated members of the Students' Council select 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 organized following activities online for the personality development of the students-

a) College Level E-Competitions: (20th February, 2021)

- 1) Solo Dance
- 2) Solo Singing
- 3) Mono Acting
- 4) Poster Making
- 5) Instrumental Music

b) Intercollegiate E-Competitions: 'Artistry' an intercollegiate festival was organized through online mode on 27th March 2021.

c) University Level E-Competitions (Youth Festival): College participated in 53rd Youth Festival organized by University of Mumbai in March 2021, where Mr. Mihir Temkar and Mr. Viraj Sawant secured consolation prize in Indian Light Vocal Solo and Poster Making at zonal level. Mr. Viraj Sawant also secured the second rank in Mono-acting at zonal level.

Eminent personalities visit the College to guide and inspire students for achieving excellence in different areas of their life. The Students' Council of the College is also entrusted with the responsibility of implementation of plans, policies and programmes of the College particularly, in respect of concerning students' interest. College Authority nominates one student member to College Development Committee (CDC). The student member of the CDC acts as a bridge between students' community and the College Management. College Authority nominates students members on different administrative bodies and statutory committees such as Grievance Redressal Committee, Women's Development Cell, College Magazine Committee, NSS, DLLE, Vangmay Sabha etc. The members of the students' Council and other associations of the College also ensure proper academic discipline in the College and help in the implementation of College academic calendar

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

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

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

15

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

We have unregistered Alumni association. Alumni is contributing to the development of college through the support services on different occasions.

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### 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

The Vision of the college is "To Achieve higher level of academic and cultural excellence, mould students into responsible citizens with integrated of character, empower them to face the challenges of a globalized world and meet the ever changing expectations of all the stake holders."

The Mission of our college is "We commit ourselves to build strong group of young people with discipline and character to make our society proud of them and to develop the multifaceted personality of our students."

The Vision and Mission are being translated through effective governance. Besides, the regular Degree programs in Arts & Commerce, College conducts self-financing programs like Bachelor of Management Studies (BMS), Bachelor of Science (IT), B.Com with Banking & Insurance (BBI) , B.Com with Accounting and Finance (BAF) and M.Com (Advanced Accounting). All these programs are affiliated to University of Mumbai. Various curricular and extra-curricular activities are organized at all the levels. Students are also involved in various committees to develop their holistic

personality.

Management ensures the democratic participation of all stakeholders in formulation and implementation of the action plans pertaining to academic and other matters. The outcome is reflected in the success rate of students in the university examinations. There is a feedback system on infrastructure and learning resources from students which helps in improving the quality of overall functioning of the institution. Performance appraisal system helps in enhancing the professional competencies of the staff.

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

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

The institution functions in a fairly decentralised manner, which is reflected in the democratic functioning of the staff and further delegation of authority through various committees. The Management takes a long term view towards starting of new programs, judicious use of infrastructure, industry association during the industrial visits and campus interviews etc. Adopting a proactive approach, the Management ensures the democratic participation of all stake holders in formulation and implementation of the action plans pertaining to academic and other matters. The policies and plans of the college are periodically reviewed, monitored for both academic and financial aspects through appropriate channels. The institute provides platform for inculcating leadership qualities in students and staff through various committees, Associations and Forums. The institution has introduced quite a good number of innovations in the Teaching Learning Process, use of ICT, evaluation of the students, Research and Extension activities. The outcome is reflected in the success rate of students in the university examinations. Quality improvement strategies include use of ICT in teaching learning, organization and participation of faculty members in conferences, seminars, workshops, students' participation in NSS, community initiatives, intercollegiate events, sports and various extra-curricular activities. All the decisions taken unanimously by the College Development Committee

are implemented. The Grievance Redressal Cell promptly redresses the grievances of any student, faculty or non teaching staff. The feedback on infrastructure and learning resources obtained from the students is analyzed and its outcome is used to enhance the quality of the overall functioning of the institution.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college planned online teaching and learning due to Covid-19 pandemic situation at the beginning of the academic year due to lockdown condition. For this, college has formed teachers' WhatsApp group. On this various information related to resources to be used for online teaching was made available were circulated. College authorities and office bearers gathered information about the learning management systems available in the market. Different lecture series were conducted by the college about the methods to be adopted for online teaching. Staff members were given guidance about the use of technology for online teaching. Students WhatsApp group were also formed at every minute level through which they were given regular links for joining the lectures and all other information was circulated. College subscribed for paid platform like Zoom for implementing this plan. Teachers were given liberty to use other platforms like Google meet, Jio-meet etc. Learning materials like notes etc. were also distributed to them through these groups. Demos were also conducted for online exams. For conducting exams smoothly and effectively, college took adequate licenses of 'Testmoz'. Teachers were trained for use of software for online exams. Results were also obtained immediately after the exams and were properly compiled, uploaded on university site and were declared in time. Students were kept informed regularly about various online extracurricular activities from time to time. Regular meetings of staff members and for various committees were also conducted online. Orientation lectures were also conducted for newly enrolled students.

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

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

Our college is managed by Gokhale Education Society which was founded in 1918. The society is managed by dedicated teachers and has established about 140 educational institutions, in urban, rural as well as adivasi areas of the state of Maharashtra. Our college was established by Gokhale Education society in the year 1979.

College is managed by a Full time Principal under the guidance of the office bearers of Gokhale Education Society. Principal is assisted by Vice Principals. Since the college is permanently affiliated to University of Mumbai and registered under 2(f) and 12(b) of UGC Act, it follows all the rules and regulations laid down by Government, UGC, University of Mumbai and Gokhale Education Society. Appointment of staff is strictly as per the norms of concerned authorities. Gokhale Education Society has Director (HR). Appointment of staff is as per the norms laid down by government through Director (HR). Every department of the college is headed by a well qualified staff. Various committees are formed as per statute and for various co-curricular and extracurricular activities.

Principal ensures implementation of plans and looks after day to day activities of the college. The head of the departments ensures that the plans communicated by the principal are implemented systematically. Various committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans for curricular and co-curricular activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://sbvartakcollege.in/upload/add_media/1646284844_Organisational_Chart.pdf">https://sbvartakcollege.in/upload/add_media/1646284844_Organisational_Chart.pdf</a>
Upload any additional information	No File Uploaded

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	B. Any 3 of the above
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File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

The management has provided various welfare measures for teaching and non-teaching staff. It includes cooperative credit society where all staff members contribute a minimum amount every month and out of such corpus, general and instant temporary loans are given to the needy staff members in case of emergencies. Members of cooperative credit society get dividend at the end of the year.

The institute provides medical facilities on regular basis through health care centre. Various health check-up camps are also conducted periodically. The institute conducts, in associations with various NGO's and Alumni Association, various programs to achieve good mental health, peace of mind and personality development. To boost up the morale of the staff, various programs are conducted through staff academy where by their achievement in different fields are also appreciated. The senior most teachers

and staff members are felicitated every year on college Anniversary day, i.e. 4th August.

To promote academic progress of the teachers, the college motivates and actively supports their Ph.D. studies, publication of books, articles etc. They are also provided a platform to present their research to their colleagues. The college follows Open Door Policy for sorting of matters by discussion and consensus. Teachers are relived on priority basis for Orientation Courses, Refresher Courses, Short-Term Courses, and Workshops for academic development, career advancement and paper presentations at conferences and seminars. Class IV employees are motivated to improve their educational qualifications and technical skills. They are admitted to the courses offered by the college and teachers guide them regularly. "Staff Academy" is a forum, where in the teachers are provided the platform to make academic and other presentations. Thrust is given to conduct need based lectures / Seminars / workshops for teaching and nonteaching staff.

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

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

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

0

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

### 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**

10

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

**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**

12

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

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

**Another measure to assess faculty is by means of the APAR**

submitted at the end of every academic cycle. The objective of the APAR is to highlight faculty member's role and performance for the past year and it also summarizes the expectations from the faculty for future development. The faculty members do the self appraisal of various points mentioned in the report before submitting to authority. This report is reviewed and appraised by head of the department, Vice- Principal and Principal with their remarks and forwarded to the Management. The reporting authority reviews annually the nature and quality of work performed by faculty members based on the parameters such as knowledge of sphere of work, analytical ability, initiative taken, ability to inspire and motivate, supervisory ability, inter-personal relations and teamwork. Feedback received from students are further considered and incorporated in decision making process for continuous improvement.

The APAR cell appraises and evaluates the staff members, according to which the staff takes the training for further skill development. The promotions are as per the standard code of promotion and policies. Administrative staff members are oriented on all the official procedures like noting, drafting and filing etc. The institute on regular intervals also trains its supporting staff to provide better services to the stakeholders.

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

#### 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

Quarterly Internal Audit is conducted by auditors /CA firms appointed by the organization. The Internal Audit is entrusted with the job of checking the payments, approvals, compliance of rules and regulations. Proper deduction of income tax, timely deposit of TDS, GST etc are checked by internal auditors.

The Audit party also checks whether accounting standards have been followed for true and fair disclosure of financial statements. The



audit also checks the budgetary compliances. The Internal Audit is conducted quarterly to ensure timely and proper deposit of statutory dues, budgetary control, compliance of sanctions and approvals, check for any payment irregularity etc.

Overall compliance and proper record keeping and compliance of accounting standards by the college is also finally checked by the statutory auditor every year. The deviations if any are reported to the Management in the Independent Auditor report or the observations /deviations in the accounts found out in the audit are discussed and sorted out with the Management before preparation of Final accounts. The Financial statements were prepared by the Institute under the supervision and guidance of Internal Auditors/Statutory Auditors. The deviations are reported to the management in the form of observations by both Statutory and Internal Auditors. These observations are discussed, issues sorted out and corrections carried out and complied by the Institute.

**External Audit:**

External Audit is carried out as under

1. External Audit - Joint Director every year
2. External Audit -Accounts General Maharashtra
3. Statutory Audit is also conducted as per requirements of Various Laws.

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

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

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

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

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

##### 1. Mobilization of funds:

The major sources of revenue are:

1. Fees collection.
2. Management contribution, if required.
3. Sundry income generated through sale of outdated papers.

The funds collected are spent only for planned expenditure reflected in the budget. During the preparation of budget, inputs are obtained from IQAC, Departments, Library, Gymkhana and various committees. Then the annual budget of the college is prepared. After collecting quotations from the various vendors, the budget is revised on the basis of requirements and priorities of the college. The college also makes operational budgetary allocations for salaries of all teaching and non-teaching staff, house-keeping staff, repairs and maintenance, AMCs, license fees, developmental work, audit fees, legal and professional charges, purchase of books and periodicals, event expenses, sports participation fees, electricity and water bills, stationery expenses, postage and miscellaneous expenses. The daily sundry expenses are met out of the petty cash provisions. The budget items are approved by the Management. The final annual budget (capital & revenue) is tabled before the College Development Committee (CDC). All financial transactions are controlled and monitored by internal and external audit. The college distributes endowment prizes and scholarship to the deserving needy students.

##### 2. Optimal utilization of infrastructural resources:

There is conducive time table for students for the utilization of class rooms and work schedule for teaching and non-teaching staff.

ICT enabled computer labs and WI Fi enabled premises for conducting online and offline lectures, Smart class room, Projectors & LCD in classrooms have been facilitated. At times as per the need arises, the Certificate courses are conducted on Sunday/Holiday and during vacations also. Library is well equipped with text books, reference books, journals, magazines and online journals. Library and study room hours are extended during the period of exams. University and college examinations are conducted by optimum utilization of available resources. Gymkhana, Canteen, computer labs, library, assembly hall are commonly used by all the department for conducting various activities of the college.

### 3. Optimal utilization of human resources

There are experienced and dedicated teaching and non-teaching staff members. Teaching work is shared by the regular teaching staff as per the university norms and the remaining work, if any, gets contributed by visiting faculties. Experienced and trained teachers are appointed at various committees, criteria as coordinators and convenors for smooth functioning of college activities. Teachers are also involved in various administrative work. For non-teaching staff, their job is rotated from time to time to enhance their versatile skill development.

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

## 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

Every year before the beginning of the Academic Year, IQAC prepares the Academic Calendar for smooth functioning of various activities. It is prepared by Principal, HODs and IQAC committee members. Beginning of the term, last working day of the semester, Examination schedules, Cultural Activities, Sports day and other extracurricular activities are scheduled in the Academic Calendar. Academic Calendar is circulated among the Teaching staff, Non-Teaching Staff and Student Representative for observations and suggestions. After making changes as per the requirement, IQAC gets approval from College Development Committee. Academic Calendar and Administrative Calendar are prepared by respective

department for implementation of action plan. Administrative Calendar is prepared by Office superintendent, Head of Accounts Department and The Librarian of the College. The Plan is circulated among the Non-Teaching staff to follow the action plan. The Academic Calendar is displayed on the website and circulated to the HODs for preparing Department Academic Calendar for conducting various activities such as seminars, workshops, Guest lectures, Placement, and Internal Examination. It helps faculty members to prepare Teaching Plan, Progress Report, Personal Time Table and Consolidated Time Table. The plan of action is monitored by Principal, HODs and IQAC committee members to take necessary measures.

1. Promoting Research Aptitude among staff members and students,

26 research papers presented by staff members in National and International conferences.

2) Two-Day International Multidisciplinary Web Conference on 21st & 22nd May, 2021 was organised. The main theme of Conference was "COVID-19: FUTURE ROADMAP". Total 47 articles were received and published in the conference proceedings with ISBN Number 978-93-83672-80-6. Along with this 39 papers in English, 06 papers in Marathi and 02 papers in Hindi were also published in peer reviewed refereed and UGC listed, journal no. 40776 ( April to June 2021 ) named "AJANTA" having Impact Factor 6.399.

3) On 13th December, 2020 an online lecture was organized on "NAAC- Revised Assessment & Accreditation" by Dr. N. S. Dharmadhikari , NAAC Peer Team Member.

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

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 being the central body within the college monitors and

reviews the teaching-learning process regularly. Based on feedback, various innovative activities and reforms were introduced. The improvements, based on feedback, implemented are:

1. IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes. The standard methods of teaching, learning, and evaluation which are proven over the years are being followed. During the year under consideration online teaching work is undertaken due to pandemic situation by following all guidelines of different authorities.
2. Academic Calendar: Based on the University Academic Schedule, the Institute prepares the academic calendar well in advance at the start of the year with ample time frame for not only the regular teaching-learning process but also to accommodate the various events like seminar/ guest lecture/ workshops/ FDPs/ Hands-on-series and many more. During the year various events were conducted very successfully in an online mode.
3. Preparation of teaching plan for each Semester: The teaching plan is prepared by the faculty members for all the subjects they teach in that particular semester along with enriching the curriculum with guest lectures, industrial visits, and Internships.
4. Monthly lecture Record: Everyday faculty prepares and at the end of the month submits details of the lectures conducted along with the topics covered.
5. Evaluation of teachers by students: The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths, weaknesses and difficulties faced in the subject give a clear idea about the problems faced by the students. Principal and management also monitor the feedback system and takes appropriate corrective actions.
6. Student learning outcomes: The institute monitors the performance of the students regularly. It has specified procedure to collect and analyse data on student learning outcomes. The following points are adopted by the institute in this context:

1. Regular class tests and interactions.

2. Semester wise and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.

3. Semester system of examination for all courses.

4. Providing Question bank of various subjects to the students as per university guidelines.

5. Providing Lecture notes through different modes.

6. Timely redressal of students' grievances.

7. Extra classes for slow learners to solve their problems.

7) Effective internal examination and evaluation systems:

Institute conducts an internal examinations and evaluation effectively as per university guidelines.

8) Students' result analysis: Institute has the provision of analysis of students' performance after the announcement of their semester results. In case, the result of the students, in a subject, is not found up to the mark, necessary steps are taken to find out the reasons and the concerned faculty members are counselled and motivated to work towards improvement.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The various Departments, Associations and Committees conduct programmes to ensure gender equity and spread awareness of gender issues and empowerment of women. This year the following programmes were held for gender equity-

In celebration of International Women's Day, the Department of Economics held an Essay Writing Competition on the topic 'Importance of Being Financially Independent in a Woman's Life'. The Women Development Cell and the Incubation Cell of our college together hosted a Guest Lecture entitled 'My Mantra of Success' where Ms. Preeti Mazumdar (Proprietor Choco kaces) shared her secrets of success as a start-up proprietor. The Department of Sociology held a PPT competition on the theme 'Contributions of Women Sociologists'.

A Guest Lecture was jointly organized by the Department of Commerce and Department of Sociology on 'Prevention of Sexual Harassment at the Workplace'.

An Elocution Competition was held by Department of Lifelong Learning and Extension (DLLE) on 'Social Status of Women' (SWS). DLLE also undertook a project wherein students conducted a survey in the neighbouring areas of our college to find out the level of freedom the women enjoy in taking decisions regarding family matters.

File Description	Documents
Annual gender sensitization action plan	<b>Nil</b>
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	<a href="#">Notices, Attendance , Photographs</a>

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

<b>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</b>
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**The college has provided two e-waste bins, located at a prominent place, at the entrance of the college, in which e-waste of staff and students are collected. When the bins are full, an authorized e-waste vendor is contacted. The vendor collects the accumulated e-waste and disposes them in a safe and ethical manner. The college then receives a certificate from the vendor.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">Photographs</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available</b>	<b>B. Any 3 of the above</b>
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**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

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

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

**D. Any 1 of the above**

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

<p><b>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</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>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>
<p>The college always tries to promote an inclusive environment and ensure tolerance towards all caste, religion and socio-economic diversities and spread harmony among students and faculty members. Our college has students of diverse religion and region. All students are treated at par and the students who are in minority</p>

do not feel marginalized in the college. The college does not discriminate among students on any basis. All students are given equal opportunities to participate in all the activities of the college. The various Departments and Associations conduct workshops and other activities to foster and to inculcate the values of tolerance and harmony. The competitions held by these Associations and by the departments are in three languages - Hindi, Marathi and English. This year, The Hindi Bhasha Din was celebrated to commemorate the importance of the National language. Marathi Rajbhasha Din was also celebrated. The N.S.S. volunteers attended the Bhajan Sandhya organized by the University of Mumbai and students of the college also undertaken the Rashtriya Ekta Diwas pledge organised by the University of Mumbai.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Sensitizing students and employees towards constitutional rights and duties is given priority by our college and various activities are conducted throughout the year to transform students into ideal citizens. Some of the N.S.S volunteers were selected for training for the Republic Day Parade. The N.S.S. volunteers also participated in the Republic Day parade at Shimpoli, Borivali (West), Mumbai. One of our students, Ms. Falguni Jadhav of TYBA, was selected through Staff Selection Commission of India and was placed in the Indo- Tibetan Border Police Force. The college participated in the Police, Baliraja Krudatdnyata Sohala on 27th February, 2021 organised by the Jan Jagruti Prathishta Borivali, where soldiers, police and farmers were felicitated . Our students participated in the Major Rane Gaurav Sohala held on 21st January, 2021 organised by Jan Jagruti Prathishta Borivali. The family of martyred Major Kaustubh Rane was felicitated at the function.

The Constitution Day was celebrated by the N.S.S.by reading out the Preamble of the Constitution. Road safety measures are an important part of being good citizens. Students participated in an Inter-collegiate Road Safety Competition entitled 'Two Wheels One Life' organized by Road Safety United Way, which included a Short

Film Making Competition and Poster Making Competition. The Department of English organized a Guest Lecture on 'Right to Information Act' to acquaint the students with this very revolutionary weapon of the citizens. The police are the upholders of the law of our society. A programme, 'Police Mitra' was organized by N.S.S. where students helped the police in controlling the crowd. A week long programme was celebrated under 'Atmanirbhar Bharat Abhiyan' by the Department of Environmental Studies, where students showcased their skills in creating artistic products from waste, incorporating in them a sense of self-reliance. As environmentally conscious citizens, a pledge to protect mother earth, was taken on 'Mazhi Vasundhara Diwas' and a 'Best out of Waste Competition' was organized by the DLLE of our college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

To commemorate National and International Days, the following events were celebrated-

International Women's Day was celebrated by the Department of Economics with an Essay Writing Competition on the topic 'Importance of Being Financially Independent in a Woman's Life'. The Women Development Cell and the Incubation Cell of our college together hosted a Guest Lecture entitled 'My Mantra of Success' where Ms. Preeti Mazumdar shared her secrets of success as a start-up proprietor.

International Yoga Day was celebrated by the N.S.S. and the Yoga Centre. The Constitution Day was celebrated by the N.S.S. by reading out the Preamble of the Constitution. World Environment Day, World Water Day, World Ozone Day and Geography Day were celebrated by the Department of Geography and by the Nature Club. Hindi Bhasha Din and Marathi Rajbhasha Din were celebrated and a Marathi Bhasha Pandharavada was also celebrated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

**7.2 - Best Practices**

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

### 1. Fostering the spirit of community service in students.

**Objectives:** To sensitize students towards the problems of less privileged sections of society, thereby making them empathic individuals.

To encourage the practice of selfless giving so as to make them productive citizens and to provide students the opportunity to contribute to the betterment of society of which they are a part.

**Need Addressed:** The year 2020 was a very trying time, not just for India, but the whole world. Students were particularly affected by the pandemic. But that was all the more reason and the right environment to foster among the students the spirit of empathy as people continued to suffer, especially economically. With globalization, an event that occurs in one corner of the world affects the entire world. Students have to play their role in bringing about harmony, justice and equality in the society around them and consequently, the whole world. Therefore, there is a need to mould them into instruments of social change.

**The Practice:** Under the aegis of the various Associations, a number of activities are taken up, that help in achieving the objectives mentioned above. There are 12 Associations functioning in the college. Each association has a Student Coordinator and Assistant Coordinator who manage the activities of the association under the guidance of the teachers-in-charge. Most of the activities focus on developing social commitment. In general, these activities include donation drives for flood or drought affected areas, cleanliness drives, street plays on gender and environmental issues, guest lectures on women empowerment, surveys on status of women, socio-economic survey of the community in the vicinity of the college as information agents. This year an Elocution Competition was held by DLLE on 'Social Status of Women (SWS)'. The DLLE also undertook a project wherein students conducted a survey in the neighbouring areas of the college to find out the level of freedom the women enjoy in taking decisions regarding family matters.

. Even during the Covid - 19 pandemic, the NSS and the Yoga Centre of our college carried out various activities that helped mitigate the physical hardships faced by the students. A Mask Distribution programme was held by the NSS. An 'Organ Donation Awareness'

programme and a National Level Awareness Competition on 'COVID-19' were conducted by the NSS. Road safety measures are an important part of being good citizens. Students participated in an Inter-collegiate Road Safety Competition. As environmentally conscious citizens, a pledge to protect mother earth was taken on Mazi Vasundhara Diwas and a Best out of Waste competition was organized by the DLLE of our college.

Evidence of success: By participating in these activities, our students have gained significant insight and awareness into the problems and challenges, not just economic and environmental issues but also social biases, gender issues and problems of women, in the local community, making them more compassionate, empathic individuals and model citizens. Interactions with the local community have helped both the students and the community in establishing an equitable and safe society, giving students a sense of fulfillment and participation in the betterment of society.

2. Organizing Conferences and Seminars on contemporary issues consecutively for last many years

Objectives: To be updated on current knowledge and be acquainted on the new findings in different academic disciplines.

To bring together academicians and experts from different parts of the country for a fruitful discussion on contemporary issues and to bridge the gap between academics and industry.

To provide a platform for faculty members to undertake research activities and for future collaborations.

To initiate students into research skills of reading, writing and critical thinking.

Need Addressed: Educationists need to be life-long learners and critical thinkers. As disseminators of knowledge it is vital to be updated on current knowledge which they can pass on to their students. There is also a need to promote research acumen among faculty members and to provide them a platform to present their ideas on contemporary issues.

Practice: Our college has been organizing conferences and seminars on various levels -State, National, International - consecutively for the last many years. The IQAC along with the principal decides on a theme for conference. An organizing committee is appointed,

which makes all the arrangements for a smooth and efficient conduct of the conferences. Papers are invited from research scholars and faculty members and selected papers are published in the conference proceedings having ISBN.

In the present academic year a Two-day International Conference on 'Covid 19 - Future Roadmap' was held on 21st and 22nd May, 2021.

Evidence of success: The Two-day International Conference had resource persons from 5 countries - U.S.A, Poland, Greece, Singapore and India. 319 delegates from all over the country attended the conference and 48 papers were published. The Youtube videos of the conference have 1200views and the conference received excellent feedback from most of the participants.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

The Gokhale Education Society is committed for uplifting the weaker sections of society. Gokhale Education Society has 140 educational institutions, many of them are in tribal and rural areas. This college was established with a view to cater to the population in the far-flung North-western suburb of Mumbai, Borivali. In keeping with this vision, our college caters mainly to the economically weaker sections of society. Majority of the students belong to the middle and lower middle class sections, with many of them being first generation learners. The college strives to motivate these students by adopting various measures. Students are given the facility of paying fees in installments for the Self Finance courses and for the Regular B.A. and B.Com. courses. The college provides Earn and Learn opportunity to our students as and when required. The first generation learners were provided mentoring and career guidance that helped them in improving their academic performance as well as to set their future goals. Students were mentored online by respective subject teachers to resolve their doubts. This encouraged students to continue with their studies thereby minimizing drop-out rates. The mentoring by teachers has helped the students to cope up both emotionally and academically to deal with the pandemic situation.



File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Increasing the Intake Capacity of students for different Programmes / courses.
2. Infrastructural development.
3. Strengthening the security measures.
4. Updating computer system and website.
5. To start a Ph. D. Research Centre in Commerce.