



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	DHIRAJLAL TALAKCHAND SANKALCHAND SHAH COLLEGE OF COMMERCE
Name of the head of the Institution	Dr. Sussmita Daxini
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	+918591376800
Mobile no.	9322505265
Registered Email	computer@sanskarsarjan.org
Alternate Email	principal@sanskarsarjan.org
Address	Malad (East)
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400097

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Shubhada Apte
Phone no/Alternate Phone no.	+918591377595
Mobile no.	9870227746
Registered Email	shubhada_apte@yahoo.com
Alternate Email	computer@sanskarsarjan.org

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://dtss.sanskarsarjan.org/aqar
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://dtss.sanskarsarjan.org/academic-calendar/

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	80.20	2004	03-May-2004	26-Mar-2011
2	B	2.65	2011	27-Mar-2011	26-Mar-2016
3	A	3.03	2017	28-Mar-2017	27-Mar-2022

6. Date of Establishment of IQAC	25-Sep-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Disaster Management Training Program.	22-Oct-2019 02	62
Workshop on Skill Development (Beauty Skill by Orane International)	30-Jul-2019 01	104
Seminar on Fire and Safety Industry	27-Jul-2019 01	240
Tree Plantation	06-Jul-2019 01	48
International Yoga Day	21-Jun-2019 01	125

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
----	NIL	NIL	2020 00	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Enhancement of Research center in Commerce and Research center in Accounts by addition of new guides. 2. Proposal of Research center in the subjects of Economics was send to University of Mumbai . 3. Proposal of Research center in

the subject of Philosophy was send to University of Mumbai. 4. Proposal for Autonomous College was uploaded and visit awaited. 5. IQAC encourage the teachers for E Content Development Subsequent to the workshop organized by IQAC.

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

Plan of Action	Achivements/Outcomes
Sports	Annexure VII
N.C.C	Annexure VI
Rotaract Club	Annexure V
D.L.L.E	Annexure IV
Nature Club	Annexure II
Student Council	Annexure II
N.S.S	Annexure I
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	03-Jul-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

19-Nov-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The management information system (MIS) includes reports, committee meetings, functions, publications and discussions with all stakeholders. The Management of the college has its representatives on various committees such as IQAC, selection and the LMC. The Principal is the Ex Officio member of the management

committee. The Heads of Departments and teachers coordinate and plan their individual and departmental activities and report to the Principal. The non teaching staff also works under the instructions of the Principal and the Registrar/ Office Superintendent, thus coordinating the entire administrative work. The Internal Quality Assurance Cell helps the Principal and Registrar Office Superintendent to coordinate and monitors the various activities. The Principal communicates the feedback received from the staff and students to the Management regularly during meetings with the Governing Body. The reports received from various committees are forwarded to the management. The Management of the Institution is supportive and cooperative in their interaction with the staff. The office - bearers of the Management are available on the College premises once a week on every Saturday and the staff members are free to meet them to express their grievances, and give their suggestions. The Management formally has a meeting with the staff members generally once or twice a year. The Management also keeps joint Lunch meeting with all the staff members of the College, Junior College and School owned by Sanskar Sarjan Education Society. The management welcomes any suggestions given by the faculty through the Principal and in LMC meetings. The management provides the required support to implement the suggestions given by the staff.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The heads of departments prepare a tentative academic plan at the end of previous academic year. The plan is then finalized at the beginning of the new semester. The same is discussed in the departmental meetings and with the Principal. It is finalized after making modifications if necessary. The approved academic plan is implemented. Workshops and seminars are organized for students. Holistic learning is achieved through personality development courses, co-curricular, extracurricular activities and extension programmes. Extra lectures are engaged as and when required. The faculty ensures that the teaching plan is implemented effectively by giving study material, handouts, question banks and assignments/projects to the students. We have to follow the

curriculum designed by University of Mumbai. Our faculty member, I/C Principal Dr. Sussmita Daxini, is an adhoc member of the Board of Studies in the subject of Commerce in University of Mumbai. Our faculty member, Prof. R. M. Patil, is an adhoc member of the Board of Studies in the subject of Mathematics & Statistics in University of Mumbai. Our faculty member, Mr. Chandrkant Borle has prepared the study material for T.Y.B.Sc. (I.T.), University of Mumbai. Besides, our faculties also participate in the workshops, seminars, conferences orientation and refresher courses and many other interactive programmes arranged by the Mumbai University and its constituent and affiliated Colleges for development and implementation of curriculum. Support from the University ? The University of Mumbai organizes workshops regularly for updating the faculty about syllabus revisions, question paper patterns, evaluation process and curriculum developments to maintain uniformity in the teaching, learning and evaluation process. Orientation programmes, short-term courses, and refresher courses are also conducted by the University to update the faculty about the latest developments in the respective subjects. Support from the Institution . The college organizes workshops and seminars relating to the curriculum and better teaching practices. Faculty members are encouraged to participate in seminars and workshops organized by the University and other institutions. Additional purchases of reference books, text books, magazines and journals are made every year to the college library. The college organizes workshops and seminars relating to the curriculum and better teaching practices. Faculty members are encouraged to participate in seminars and workshops organized by the University and other institutions. Additional purchases of reference books, text books, magazines and journals are made every year to the college library. The College has taken initiative to ensure effective curriculum delivery through: 1. Teaching Plans. 2. Planning, implementation and review of Year Plan. 3. Students Feedback. 4. Organizing workshops. 5. Encouraging the professional development of faculty. 6. Computers with Internet facility. 7. Reference books and journals. 8. Research Centre. 9. Explanation of the topics from the syllabus in national and regional languages.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
---	---	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>A structured feedback on curriculum is collected by the faculty from students every year. The feedback thus collected is analyzed and discussed in the departmental meetings. The deliberation at the meetings is then communicated to the subjective Board of studies. The college has taken feedback from various national and international eminent faculties who have visited our institution. The faculty, in the course of interaction with the students, collects their students feedback relating to the course. Suggestions received from such feedback from students, alumni and parents are communicated to the relevant forums which are engaged in syllabus restructuring and revision. The draft copy of the syllabi of the Commerce faculty of University of Mumbai was presented to the meeting of stakeholders and the suggestions were sought at end of the programmes, formal and informal feedback is collected from the participants of the programmes and significant suggestions and opinions are forwarded to the organizers for the necessary changes in future ? Local Managing Committee, IQAC, Principal, with the help of Head of Departments monitor and evaluate the enrichment programmes of the institution and suitable changes and additions have been made in the programme.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	M.Sc.I.T	40	34	34
MCom	Accountancy	240	182	182
MCom	Management	160	16	16
BCom	B.Com	1584	1411	1411

BMS	BMS	216	182	182
BCom	B& I	216	153	153
BCom	BAF	216	207	207
BSc	B.Sc.I.T	216	188	188
MPhil	Mphil	30	0	0
PhD or DPhil	PhD	8	15	8
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2141	232	37	Nil	37

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
36	36	1	9	0	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

At the beginning of the year the college committees are constituted to plan and implement the programmes in order to attain the organizational goals. The IQAC suggests ways in which students should be informed about the various student support services provided by the college. In addition to the college prospectus, information about the various student support services is communicated to students through the college website, signage, notice boards, circulars and magazines. Feedback is collected formally and informally from the students, parents and faculty for improving the student -support services. The institution has a dedicated person in the administrative office who looks after the free- ships and scholarship which are available to the students from the government and also from the institution. In the beginning of the academic year students are informed about various free ships and scholarships which are available to them through notices sent to the class rooms and displayed on the notice board and the college website. Telephonic contact is also made with the eligible students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2381	37	1:64

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	10	0	0	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Ansari Salim Ahmed	Associate Professor	P.hD Award from University of Mumbai
2019	Dr . Senigarapu Nagesh Chandraiya	Associate Professor	P.hD Award from Swami Ramanand Teerth Marathwada University, Nanded
2019	Dr. Ramesh .M.Bodhankar	Associate Professor	P.hD Award from Sant Gadge Bab Amravati University
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	2C00146	VI/2020	01/10/2020	01/12/2020
BCom	2C00145	V/2019	25/09/2020	Nil
BCom	2C00144	IV/2020	09/05/2020	06/07/2020
BCom	2C00413	III/2019	03/10/2019	02/12/2019
BCom	2C0412	II/2020	09/05/2020	06/07/2020
BCom	2C00141	I/2019	03/10/2019	02/12/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. The University has introduced the CBSGS since 2011-12 and it has been adopted by the college. 2.The students are made aware of the provisions regarding revaluation and obtaining photocopies of their answer sheets as per the guidelines given by the University 3. The recent examination reforms introduced by the university and implemented by the college include: • The new question paper pattern has replaced descriptive questions with objective questions. Students are made aware of this change and they are trained well to succeed. • The university has devised the internal evaluation procedures which have contributed to the continuous evaluation of students. • M.Com students are assigned projects on various topics as per the University guidelines and these projects are evaluated by the internal and external examiner. The Principal and Heads of the Departments with the help of the administrative staff of the Institution, ensure effective implementation of these reforms by: A. Conducting the University examinations, strictly according to the norms prescribed by the University B. Assigning separate examination seat numbers C. Strictly following the system of centralized assessment D. Declaring the result well within the stipulated time by the University. We have formed Grievances Redressal Cell as per the University requirement. We follow all the instructions given by the

University, such as, a. Allowing the students to apply for marks verification. b. Giving the photocopy of the answer book to the students who apply for it. c. Allowing the students to apply for reevaluation. d. Taking the opinion of the Committee constituted for the purpose to ascertain whether the candidate who has applied for reevaluation has any merit or not. e. Getting the answer book re-assessed (if recommended by the Committee). The result of evaluation is communicated to the candidate concerned. As an affiliated college of the University of Mumbai, we have adopted an evaluation system as per the guidelines of the University. • The Credit Based Grading System was introduced from the academic year 2011-12. • As a result, the system of awarding internal marks to students based on class participation, written test and assignments started. • The University followed 60-40 evaluation pattern under which 40 marks were allocated for internal assessment and 60 marks for external examination. Formative assessment of students included 40 marks. • From the academic year 2014-15, the above mentioned evaluation pattern has been modified to 75- 25 marks. • A summative examination of 75 marks (prior to 2014-15 the marks allotted for the semester end examination for 60 marks) is conducted at the end of the semester • From the academic year 2016-17, the above mentioned evaluation pattern once again modified to 100 marks under Choice Based Credit Grading System (CBCGS) • The marks obtained in the internal assessment then form a part of the total marks which will be obtained by the students after appearing for the semester examination.

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

Institution prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organize the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, short and long Holidays, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment, Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Guest Lectures, , Celebration of various Birth and Death Anniversary, Departmental unit tests, Educational tour, Departmental stock verification, various Literacy days, Awareness Programmes and rallies, organizing workshop / seminar activity are planed month wise and makes implementation on it. As per academic calendar Institution follows all the related curricular, Co-curricular and Extra-curricular activities for the better academic work, As per academic calendar institution Participated in the Extra- curricular activities like participation Athletics, participation in Youth Festival, Participation Inter-collegiate sport competitions like Cricket, Kabaddi, Chess, Badminton ,Atheletics organized by the affiliating university. Besides this institute arrange some curricular and co-curricular actives casually as per the guidelines suggested by the State Government of Maharashtra time to time. Institute tries to run all the activities as per the academic calendar but some time due to circumstances some events scheduled gets change.

2.6 – Student Performance and Learning Outcomes

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

<http://dtss.sanskarsarjan.org>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00146	BCom	T.Y.BOCM	428	387	90.42%
2C00456	BCom	T.Y.B.A.F	69	56	81.15%
2M00156	BCom	T.Y.B.M.S	53	50	94.33%
2C00346	BCom	T.Y.B.B.I	56	42	75.00%
1S00256	BSc	T.Y.B.SC.I.T	48	44	91.67%
2C00534	MCom	M.COM [A/C]	110	100	100.00%
2C00534	MCom	M.COM [MGT]	4	4	100.00%
1S01124	MSc	M.SC.I.T	16	16	100.00%
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2.7 – Student Satisfaction Survey

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

https://docs.google.com/forms/d/e/1FAIpQLScKHTqghREe_K_mG3mmbzO-SFHEjL0ECufJACU0XOAJRGq7RIO/viewform?usp=sf_link

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	University of Mumbai	121000	0
Minor Projects	365	Management D.T.S.S College of Commerce	50000	50000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
"A Study of Financial Management of	Dr. Senigarapu Nagesh	University of Mumbai	03/09/2019	P.h D

Maharashtra State Urban Transport: A Special Focus on BEST Undertaking in Mumbai."	Chandraiya			
"Trend Analysis of Telecom Industry and Usage of M-Commerce in the Mumbai and Palghar District of Maharashtra."	Dr. Ansari Salim Ahmed Nasim Ahmed Hasina	University of Mumbai	30/12/2020	P.hD
Performance Evaluation of R.R.B. after Amalgamation: A Case Study of Maharashtra Gramin Bank."	Dr. Ramesh Bodhankar	Sant Gadge Bab Amravati University	30/08/2019	P.hD
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Accountancy	1
Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Accountancy	3	Nil
National	Business Communication	1	Nil
International	Accountancy	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	1
Business Communication	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	Nil	NIL	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	24	14	12
Presented papers	6	3	0	0
Resource persons	1	0	6	10
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation	J.J Mahanagar Blood Bank	4	59
Thalassemia Checkup - Think FoundationThalassemia Checkup	Think Foundation	2	162
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Best College of Red Ribbon Club National Level - Award	The National Aids Control Organization [NACO] Ministry of Health Family Welfare Government of India	The National Aids Control Organization [NACO] Ministry of Health Family Welfare Government of India	8
Best Street Play Consolation Award Mumbai Suburban District	Bhavans College of commerce science	Bhavans College of commerce science	20
Best College Voting Awareness	Dindoshi Matadar Sangha Mumbai	Dindoshi Matadar Sangha Mumbai	2
Youth Lead Competition Youth Festival District Level	Nirmala Niketan Social Work College	Nirmala Niketan Social Work College	10
Best College Street Play Competition Youth Festival 1st Prize District Level	Anubhav Mumbai	Anubhav Mumbai	20
Best College social Awareness project District Level	Anubhav Mumbai	Anubhav Mumbai	20

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Community Health Awareness	M.C.G.M- Municipal Corporation of Greater Mumbai	Community Health Awareness	4	20
Disaster Management Workshop	Bruhan Mumbai Disaster management Cell.	Disaster Management Workshop	4	66

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NIL	00

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
N.S.S	Special Camp	Rothe Village- Kelva district- Palghar (Ambika Yog Kutir)	24/11/2019	30/11/2019	120
Research	Library Infrastructure Exchange	D.A.V College	01/07/2019	30/06/2020	03
Research	Library Infrastructure Exchange	Hinduja College	01/07/2019	30/06/2020	03
Research	Library Infrastructure Exchange	Shailendra College	01/07/2019	30/06/2020	03
Research	Library Infrastructure Exchange	J.M.Patel College	01/07/2019	30/06/2020	03

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Hinduja College	07/12/2020	Research Work	3
D.A.V College	07/12/2020	Research Work	3
Shailendra College	07/12/2020	Research Work	3
J.M Patel College	07/12/2020	Research Work	3

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2300000	2319000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh)	Newly Added

during the current year	
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ILMS	Partially	---	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	30320	4031420	2606	431081	32926	4462501
Reference Books	5886	1924526	48	17506	5934	1942032
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	131	2	2	0	0	1	3	10	0
Added	7	0	0	0	0	0	0	25	0
Total	138	2	2	0	0	1	3	35	0

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

25 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1200000	1157779	300000	291200

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

<p>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The institute has a definite and systematic mechanism for maintenance and upkeep of such facilities. Some of them are maintained by an Annual Maintenance Contract (AMC) given to concerned agencies, some are maintained by external agencies on demand as per the need and the others are maintained by the faculty members of the institution and skilled staff like plumber, carpenter and electrician appointed by the management. A technical person has been appointed for regular maintenance of IT infrastructure in the campus. The Information Technology Department maintain all computer related works. A 'maintenance register' is maintained where in complaints regarding repairs and maintenance of various facilities in the campus are registered by the staff members. These are attended by concerned technical persons on regular basis. Facilities like classrooms, seminar halls are cleaned daily by menial staff. Breakage if any is reported by the cleaning staff in office. Appropriate action is taken immediately. Painting of buildings is done on periodical basis. The following table depicts the schemes for maintenance of some very important facilities in the campus either by an AMC or by some external agency on demand basis and its typical frequency.</p> <p style="text-align: center;">http://dtss.sanskarsarjan.org/wp-content/uploads/2020/03/AMC.pdf</p>
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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Meritorious Scholarship	100	114400
Financial Support from Other Sources			
a) National	Post - Metric	1	Nil
b) International	Nil	Nil	Nil
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
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Yoga Training	21/06/2019	125	Ambika Yog Kutir
District Yoga camp	19/08/2019	118	Ambika Yog Kutir
Project [special coaching English	05/09/2019	140	Jijamata school
Maths] (School Sports Development)	10/09/2019	140	Jijamata school
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	career awareness seminar for students by CARE Career Development Centre	250	250	0	0
2020	LIC Career guidance	50	50	0	0
2020	Seminar on Career Guidance	130	130	0	0
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Motilal Oswal	45	3	00	0	0
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2020	60	T.Y. B.Com.	B.Com./ BAF/ BBI/ BMS	D.T.S.S. College of Commerce	M.Com.
2020	1	T.Y.B.Sc.I .T.	B.Sc.I.T.	D.T.S.S. College of Commerce	M.Sc.I.T.
View File					

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

Items	Number of students selected/ qualifying
NET	0
SET	0
View File	

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

Activity	Level	Number of Participants
Chess	Sports	72
Carrom	Sports	168
Tattoo Making Competition	Cultural	60
Rangoli Competition	Cultural	38
Mehendi Competition	Cultural	50
Hairstyle Competition	Cultural	42
Annual day	Cultural	108
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NIL
View File						

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

Formation of Student's Council takes place according to the directives received from Director, Student development (DSD), University of Mumbai every year. According to the directives class representatives (CR) are finalized. These CRs form the student council. Election for the post of 'General Secretary' (GS) takes place as per the schedule given by University. The details of GS elected are forwarded to the DSD office. The candidate may participate in University level student council election as per his/her will. Functioning of student council starts from the first meeting held under the chairmanship of Principal. The roles and responsibilities of the council members are explained to them. Also student's representatives on various committees in college are finalized in this meeting based on their qualities/expertize. They are introduced to the conveners of such committees at the end of the meeting. Representatives of

student council while participating in meetings of various committees express their views regarding dates, nature of the activity. For example CR in Annual Magazine (Sanskar) committee discuss the theme of the year, in examination committee they suggest the timing of written paper, internal evaluation week, in NSS advisory committee CR recommend the topics for sessions in special camping, in WDC meetings lady representative take active participation and discussed issues related to them. The Student's Council competition named 'Fiesta Fellas' is a major activity totally organized by student council. It includes variety of competitions such as Best out of Waste, Spell bee competition, Hairstyle competition, Short Telling Competition, Mehandi Competition, Turn Coat, Minute to Win, salad making (Vegetable carving), sandwich making, tattoo making, nail art, ranjoli, Texting champion, Deit Bhel, Jhatpat Photography competition, food fest, Scheduling, allocation of events, on the spot management of participants is all taken care by the CRs. Meetings of the student council are held at regular interval. CRs discuss their experiences, problems encountered by students in day to day functioning of academic as well as administrative work. Grievances if any are shared with the principal and other members. Principal as head of the institute takes appropriate measures based on the issues raised. During the meetings the council is informed about future activities and events to be organized in the college. Their active participation in such events is expected. During variety of conferences workshops, sport events, extra and co-curricular activities organized on campus CRs along with their peers extend great help through volunteering. College has organized State and National level activities with this student force. Network of CRs is used to take student's feedback on various aspects like curriculum delivery, teaching learning, assessment, infrastructure, student support schemes, extension activities, governance, library facility etc. This feedback is of prime importance for college. It is discussed in IQAC while strategies and planning for coming year is finalized. Remedial, Bridge, Add on courses, additional internal evaluation, time slots for student related activities addition of infrastructure is planned using this feedback. Very positive recommendations in field of environmental conservation and green practices.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has an Alumni Association. • The Alumni Association meets annually. • The members of Alumni Association enquire about the progress made in academic, infrastructure and students progression achieved. • Members of our Alumni are placed in high positions in various companies and industry. Some of them are self-employed. • While recruiting new staff in the college, alumni are given preference. Some of the Alumni are employed in the college. Sr. No. Name Designation {01} Mr. Niranjan Bhos Non- Teaching Staff - Junior Clerk (Aided) {02} Ms. Parveen Sheikh Non- Teaching Staff - Junior Clerk (Unaided) {03} Ms. Manisha Waghela Teaching Staff (Unaided) {04} Mr. Jayesh Sakpal Teaching Staff (Unaided) {05} Mr. Bhushan Choudhary Non- Teaching Staff - Junior Clerk (Unaided) • Some of the Alumni conduct seminar and workshop for the benefit of students. • Alumni assist in organizing Ambush Programme and actively participate in NCC Training. • Alumni also assists in organizing various NSS programs like special camps • Social networking sites help in communicating like Whatsapp group and obtaining feedback from the alumni.

5.4.2 – No. of enrolled Alumni:

222

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institutional administration is participatory and decentralised. According to Maharashtra University Act 2016 the governance of the college is done through the deliberations of College Development Committee-CDC (previously known as Local Managing Committee) comprising of representation of management, teaching staff, administrative staff, community and students. The participative deliberations of this forum takes decisions on important issues like fund distribution, purchase, basic amenities development, etc. The college follows committee system for the decentralization of its day to day functioning. In addition to the bodies like CDC, IQAC, ICC there are 50 other committees at work under broad divisions like Curricular Aspects, Teaching-Learning-Evaluation, Students' Activities, Student Support, Research and Extension, Infrastructure ,Governance, etc. In addition various temporary committees are formed as per the need .The teachers are appointed as the members of these committees by taking into account their interests and abilities. The principle of delegation of authority is followed as it is delegated from the principal to vice principals, the vice principals to the heads of various departments or conveners/ coordinators of various units and finally from the heads to the other members of the department or unit. The responsibility of financial matters of the college is delegated to a separate Finance Officer. The Practice: Every year the college IQAC assesses the performance of all the departments. The highly rated departments are identified on the basis of factors such as their faculty profile, examination results, research outcome, community engagement, etc.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development •The Heads of Departments prepare a tentative academic plan at the end of previous academic year. The plan is then finalized at the beginning of the new semester. The same is discussed in the departmental meetings and with the Principal. It is finalized after making modifications if necessary. The approved academic plan is implemented. Workshops and seminars are organized for students. Holistic learning is achieved through personality development courses, co-curricular, extracurricular activities and extension programmes. Extra lectures

are engaged as and when required. •The faculty ensures that the teaching plan is implemented effectively by giving study material, handouts, question banks and assignments/projects to the students. We have to follow the curriculum designed by University of Mumbai. •Our faculty member, Dr. Sussmita Daxini, is an adhoc member of the Board of Studies in the subject of Commerce in University of Mumbai. •Our faculty member, Prof. R. M. Patil, is an adhoc member of the Board of Studies in the subject of Mathematics Statistics in University of Mumbai. •Our faculty member, Mr. Chandrkant Borle has prepared the study material for T.Y.B.Sc. (I.T.), University of Mumbai. •Besides, our faculties also participate in the workshops, seminars, conferences ,orientation and refresher courses and many other interactive programmes arranged by the Mumbai University and its constituent and affiliated Colleges for development and implementation of curriculum.

Teaching and Learning

Teaching and Learning 1.At the beginning of the academic year various committees are finalized. These committees meet and have discussions amongst themselves and with student volunteers to decide the future course of action. 2.Moreover, the Heads of the departments hold periodic meetings with the other members to discuss the syllabus in detail. The syllabus is apportioned among the teachers of the department. A month- wise teaching plan of every department and every teacher within the department is prepared for each term on the reopening of the College. Also, study material prepared by the teachers is provided to students in many subjects. 3.A staff meeting is held in the beginning of the academic year. In a brain storming session best ways of implementing plans are discussed. 4.An Academic Calendar is prepared. 5.All the departments plan their teaching schedule and programmes based on these dates. 6.The faculty submits teaching plans to their heads of the department at the beginning of very academic year. 7. At the end of each academic session, each department holds a review meeting. Future plans are also discussed. 8. Various co-curricular activities are planned and

implemented by the departments.
 9. Students are well informed about the activities / workshops/seminars which are conducted in the college through notices, posters and teachers making announcements in the class. Notices are circulated in each class room for this purpose. 10. The Examination Committee, Cultural Committee and other committees of the college after having meetings with the Principal, finalize their schedules, keeping in mind the university exams. These dates are announced through notices and in meetings

Examination and Evaluation

Examination and Evaluation • The faculty follows the criteria laid down by the university while evaluating students. • The syllabus and question paper pattern is communicated to the students in the beginning of the academic year by each course teachers. • Examinations are conducted as per the rules and guidelines laid down by the University of Mumbai. • Question papers are set by the faculty following the patterns provided by the University. • Time Tables for all examinations are displayed well in advance on student and staff notice boards. • Examination related circulars which are received from the university are circulated to faculty members and explained to students and are discussed in meetings as and when required • To reduce the use of unfair means, students are given counseling and instructions not to indulge in unfair practices and made aware of the consequences of doing so. Action is taken against the candidates resorting to unfair means as per University guidelines. • Orientation programmes for students and parents have been organized at the beginning of the academic year to make them aware of the examination system, student support services and other important issues like discipline and attendance • The university has assigned marks for class participation and a class test apart from semester end examinations Internal evaluation of our • Student takes into consideration the students progression from the beginning of the semester to the end of the semester. • Subject teachers provide model answers and synoptic answers to maintain uniformity and objectivity in assessment. •

Assessed examination papers are moderated as per the University guidelines. • The results are reviewed with the faculty for necessary additional efforts required in improving teaching.

Research and Development

our college has a Ph.D. Research Centre in Commerce (Business Policy and Administration) and in Accountancy, both recognized by the University of Mumbai. The college has a well defined policy to promote research which is as follows: • To inculcate a research culture amongst students and faculty. • To provide appropriate ICT infrastructure facilities. • To collaborate with renowned libraries for research. • To provide time off and duty leave to conduct research. • To collaborate with industries for research. • To organize conferences, workshops and seminars in the campus. • To invite eminent researchers to inspire the students and faculty. • To develop critical thinking and inculcate research aptitude of the students, they are given assignments. • Post-Graduate students are required to submit project assignments as a partial requirement for their degree. External Examiners are invited to evaluate the assignments... • Reference books and journals are purchased for the students and they are encouraged to refer to them for their assignments. These initiatives promote research culture among students. Even at First Year and Second Year B.Com in subjects like, Economics, Advertising, Commerce, etc. students are persuaded to make presentations on various topics for which they require some reference work. The respective teachers spend quite some time with the students in getting them ready for their presentations which will encourage them to do some indirect research work.

Library, ICT and Physical Infrastructure / Instrumentation

Library • Our College has a well equipped Library which is computerized. It has an excellent and ever-growing collection of a variety of books conveniently categorized department wise. These books help immensely in improving teaching and learning. Apart from B.Com., the self-financing courses, i.e. - B.Com. (Banking Insurance] and B.Com. (Accounting and Finance), B.Sc.

(IT) , B.M.S. and Post Graduation courses also have their separate sections in the Library useful for their faculty and students. • Faculty members regularly use the library resources to update their knowledge in order to prepare teaching material. • Students are given information of reference books available in library through OPAC. • The college library organizes a book exhibition. This gives students and faculty a good exposure to a variety of new writings. • There is a new arrival section in the library which showcases books recently added to the library. • Educational CDs are available in the library. • The internet and various e-learning resources are made available to students free of cost. Infra structure

- Good Campus with playground.
- All the Infrastructure facilities are utilized efficiently. The Institute follows shift system to put the available physical structure to optimum use. Junior College is also attached to the Institution. • Regular Classes and some of the self-financing courses are functioning in the morning hours and Junior College is functioning in the afternoon. • College has Degree College from 7.00am to 12.00 noon, Junior College from 12.00 noon to 5.00 pm and IDOL-, B.Sc.IT, MCA,B.Com ,M.Com and regular M.Com lectures in the late evening and on Sundays. • Demand for additional classrooms is ever increasing since past 4 years numbers of divisions are almost doubled. In the academic year 2009-10 we had 4 divisions of F.Y.B.Com., 3 of S.Y.B.Com. and 3 of T.Y. B.Com. Also we had 1 division of F.Y.,S.Y. T.Y. of [BBI] 1 division of F.Y. S.Y. [BAF] and 1 division of B.Sc. [IT]. We also had M.Com in Accountancy in Management. Today we have 4 divisions of F.Y.B.COM, ., S.Y.B.Com., and T.Y.B.Com. Also we have 1 division of F.Y., S.Y. andT.Y. of BBI, BAF ,BMSand B.Sc. I.T. We also have 2 divisions of M.Com. • To meet this demand, and after taking proper permission from the Municipal Corporation of Greater Mumbai, the College has recently added two floors which have 12 classrooms. Two elevators have been constructed to enable easy access to the higher floors. • College

office is recently renovated and fully computerized. The compactors are made available for the storing documents. • Canteen with good quality food has been set up. • Water Storage facility is adequate. Water coolers are installed and assures uninterrupted supply of water. • Staff common room is spacious. There is a separate Staff room for self- financed courses and another separate room for computer faculty. • College has a spacious Assembly Hall with LCD Facility. • College has 2 computer labs with a capacity of 120 students. • College has Gymkhana with a separate space for machine equipments and for indoor games. • College has a well-equipped and computerized library. The compactors are made available for the storing books • Separate Record room for safe-keeping of documents. • Separate offices for I.D.O.L., Students 'Council, LLE, N.C.C. and N.S.S. • Separate Common Room for Girls. • Separate office for Examination Section. • Conference Room. • Separate office for Research Centre. • The corridors are spacious to enable safe and easy movement of students. • All floors have a closed circuit surveillance system. All sections of the college are well connected via intercom. The college campus is spread over an area of 2684.60 Sq. Ft open ground of 620 Sq. Mts. LECTURE HALLS: The college has 20 spacious lecture halls. The lecture halls are well ventilated with comfortable seating arrangement for students. The lecture halls also have a platform arrangement which aids the teacher in an effective teaching process. Each classroom has a facility to connect to an Portable LCD and document camera as and when required AIR-CONDITIONED AUDITORIUM An air condition auditorium with a seating capacity of 250, a stage and an audio visual system to carry out curricular, co-curricular and extracurricular activities. COMPUTER LABS The college has two well-equipped computer laboratories with sixty eight computers and with all required licensed software with LAN and internet facility. LIBRARY AND READING ROOM AREA 1. For Students: (Total 2085.69 Sq.ft.) • Reading Hall : 1325.45 Sq.ft. • Cyber Periodical Section : 380.12 Sq.ft. • Career Corner

: 380.12 Sq.ft. 2. For Teachers Faculty : 177.50 Sq.ft. 3. Processing Service Area : 403 Sq.ft. 4. Compactor Stack Area : 364 Sq.ft. 5. Empty Area : 151 Sq.ft. Total Library Area : 3181.19 Sq.ft. RESEARCH CENTER with ICT facility 1. Examination Rooms Separate examination room with computer facilities 2. IQAC and NAAC room 3. Placement and career guidance cell • Co- curricular Activities College has an auditorium and a conference room to conduct co- curricular activities such as guest lectures, seminars, workshops and meetings. A) Extracurricular activities: • Well-equipped Gymkhana with facility to conduct indoor sports like Table Tennis, Carrom, and Chess etc. • A play ground in the college premises which is used to conduct many sports activities such as volley ball, kabbadi, kho-kho, • Prabodhan Krida Bhavan, a large sports ground at nearby Goregaon suburb, is hired to organize annual sports day. • Mr. Shailesh Padwal is providing cricket coaching to students. • A Assembly hall with capacity of 250 persons (approximate) to conduct extracurricular activities like cultural competitions - drama, dance, elocution competition, singing competition and many more. • College provides training for theatre arts. • Classrooms utilized for conducting extracurricular activities. • Separate NSS Room to administer NSS activities. • A Canteen facility with fresh and hygienic food items.

Human Resource Management

Human Resource Management • Recruitment and Retaining of the Faculty Teaching Staff is recruited as and when the vacancy arises strictly as per the UGC, University and the State Government norms. • College has the required number of qualified and competent teachers. • Recruitment of Non-Teaching Staff Non-Teaching staff is recruited as per the circular from Maharashtra State Higher Education Resolution No. C/NGC/2299/4795 VS-4 dated 26th August, 1999. • Recruitment of Faculty and Non-Teaching Staff for the Self Financing Courses is made by the Management and the Principal along with the subject experts from the College with proper interview of the Candidate. • The eligibility criteria for employing part-time and ad hoc

faculty are the same as that of full-time faculty. However, salary structure, workload and specialization differ depending on the courses and the requirements. Also vacancies of the Unaided Section are filled up by the Management and the Principal after interviewing suitable candidates. The institution follows the prescribed guidelines of the concerned authorities such as Government of Maharashtra, University Grants Commission and the University of Mumbai while recruiting the staff. • The management ensures that there is no gender bias in recruitment of staff. • The existing faculty and non teaching staff are deputed for faculty improvement and other training programmes. • In addition to teaching, the faculty also plays an important role as members of various committees in the implementation of various plans of the college. • Faculty and staff fill up annual appraisal forms. • Following facilities are provided to our Staff members: 1. Financial Aid is provided to staff members on need basis. 2. Children of staff members are given concession in fees in respect of admission in school and college of the Society 3. Uniforms are provided to class IV employees. 4. Well furnished staff room with separate wash-rooms for male and female teachers. 5. Conference / Class room with Modern facilities like inbuilt Speaker System, White Board etc. 6. Well equipped library with separate space for faculty having Computer and Internet facilities. Two computer terminals having internet access is dedicated to the use of the teaching staff members. 7. Our library Library, ICT and Physical Infrastructure / Instrumentation is computerized for the benefit of users. It subscribes Journals, Periodicals and all types of Newspaper- Local, State and National. 8. College has a well-maintained Canteen offering fresh food at reasonable prices. 9. The College also has well-maintained computerized functional office. 10. The College has a well equipped multi- functional gymnasium

Industry Interaction / Collaboration

• Eminent persons from industry are invited to conduct seminars and guest lectures. • Students are facilitated to

visit commercial and industrial organizations for conducting research activities as part of their curriculum.

- Campus Placement drives is conducted in the college.

Admission of Students

- From the academic year 2008-2009 the University of Mumbai has introduced the system of online enrolment for the Under-graduate courses in various colleges affiliated to it.
- The University of Mumbai website www.mu.ac.in provides detailed guidelines regarding admission of students to the 3 year Under- graduate programs.
- The University informs the entire admission schedule to the college which has general guidelines about:
 - ? Date of issue of forms for the admission to a particular course.
 - ? Date of submission of forms for the course.
 - ? Schedule for In-house admission and minority quota admission.
 - ? Reservation Quota.
- Students who have passed standard XII decides which college they would like to enroll in.
- Enrolment does not ensure admission.
- Admission takes place at the college level, using the enrolment list provided to the colleges by the University of Mumbai.
- Once the student is admitted by the college, the University is intimated about which of the enrolled students in fact took admission.
- The same enrollment number is used while intimating the University OF Mumbai.
- For all In-house students applying for admission for the B.Com (aided) course, admission is given if they apply within the stipulated date.
- Thereafter, admissions for the minority quota and reservation category are done on merit basis.
- The same guidelines are followed for the admission in Self-financing Courses and Post-graduate courses. However there is no In-house quota for these courses.
- To ensure transparency, all admission related information is provided to the University of Mumbai.
- The University website provides information about our college as one of the recognized Research Centers in Commerce and Accountancy. Students who wish to pursue Ph.D. apply to the college research centre after qualifying the entrance examinations -PET/NET/ SET/ JRF/ M.Phil. or having five years of teaching experience. The admission

process is completed after conducting interviews and eligible students are given admissions as per the University guidelines.

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

E-governance area	Details
Planning and Development	1. E- MKCL(Maharashtra Knowledge Corporation LTD) 2. Nirmal Software LTD by University of Mumbai for College Continuation And Extension of Affiliation.
Administration	1. MIS System 2. AISHE (All Staff and Students Details, Course Details, Infrastructure Details, Students On-roll Details.)
Finance and Accounts	. Tally account Software is used in Administration Department with Digitilization Automation System 2. Payment of College Tax Online.
Student Admission and Support	1.First Year Online Admission Process. 2. Students Entry on MKCL Potral. 3.Government Scholarships
Examination	The examination are held in our college according to University Rules 1. Employment of DEPD System 2. On-Screen Marking 3. MKCL Potral • Students Enrollment • Hall Ticket Generation • Filling of Exams Forms • Result Entry • Seating Arrangement

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Yojana Patil	One Day national Level FDP	Viva Institute of Mgt Research	400
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	E-content	E-content	08/02/2020	09/02/2020	36	8

	Management 2 days training was organized for Teaching	Management 2 days training was organized for Non-teaching staff				
2020	Nil	College Management software training was organized for Non-Teaching staff	20/04/2020	20/04/2020	Nil	10
2020	Nil	College Management software training was organized for Non-Teaching staff	27/04/2020	27/04/2020	Nil	14
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
National level faculty development program on Online College Management and Online Content Creation Tools	6	30/04/2020	02/05/2020	03
Online Faculty Development Program on Learning Horizons for Academicians on E-filing of Income Tax Returns organized	1	23/04/2020	23/04/2020	01
FDP webinar on A Journey to	3	11/05/2020	16/05/2020	06

the Research				
Faculty Development Programme on Managing Online Classes and Co-creating MOOCs	1	20/04/2020	06/05/2020	17
faculty development programme on E-learning Tools for Effective Teaching and Learning	1	16/05/2020	16/05/2020	01
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	15	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Duty Leave, Finance for Attending seminar, workshop ,Conferences	Duty Leave, Finance for Attending Workshop	Finance scheme in , Scholarship , Free ship, Matrious Scholarship, Book Bank, Annapurna scheme

6.4 – Financial Management and Resource Mobilization

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

The Final Accounts of the College are audited every year by our Qualified Chartered Accountant. There is an Internal Audit, Statutory Audit and Government Audit. Government Audit is done by the AG Office. Internal Audit is done by the CA appointed by the Management. The Internal Auditor audits all the receipts with actual fee receipts and all the expenditures with all the vouchers every year. This is how our entire financial / economic accounting system is under scrutiny and control. The faculty, who are practicing chartered accountants, assist the college administration in the accounting and taxation related issues. The audit is regularly done suggestions, given by the auditor for improvement are considered and compiled upon.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
---	0	----
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6.4.3 – Total corpus fund generated

135760

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	UNIVERSITY OF MUMBAI	No	Nil
Administrative	Yes	UNIVERSITY OF MUMBAI	No	Nil

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

1. Meetings are held regularly. 2. Active participation in Cultural, Sports and Welfare Activities. 3. Interaction between Parents Teachers makes healthy atmosphere.

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

1. The fees of College-going children of the Non-teaching staff are waived by the College. . 2. Those who have achieved remarkable success in their career, published any research paper are recognized and appreciated by the Management. In addition, traveling expenses of teachers attending Seminars / Conferences are borne by the College. 3. For the welfare of the staff every year medical camps, eye checkup camps, camps for the health care are arranged. Highly skilled and professional medical practitioners are invited.

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

1. Installed Solar Panels. 2. Increase of ICT Class rooms. 3. Started Three Year Law Program

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Seminar on Importance of Post-Graduation and Aptitude Test	10/02/2020	10/02/2020	10/02/2020	162
2020	Career Guidance and Placement -LIC	13/02/2020	13/02/2020	13/02/2020	155
2019	Seminar on Work Life Balance	07/08/2019	07/08/2019	07/08/2019	95
2019	Seminar on Budget and Income Tax	20/08/2019	20/08/2019	20/08/2019	120

	Filing				
2019	Seminar on Financial Literacy- Disha Trust	20/11/2019	20/11/2019	20/11/2019	150
2020	Seminar on Google Forms and Guidance on preparation of Research Project Book	13/01/2020	13/01/2020	13/01/2020	226
2020	Seminar on Career Guidance	08/01/2019	08/01/2020	08/01/2020	150
2020	Techno Serve Training Interviews	21/01/2020	21/01/2020	21/01/2020	120
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender justice and women empowerment	18/07/2019	18/12/2020	29	173
Save the girl child	30/07/2019	30/07/2019	0	173
Violence against women or girls	21/08/2019	21/08/2019	0	65
Life skill education	23/10/2019	23/10/2020	50	50
Self Defense Training	15/01/2020	16/01/2020	0	345
Yuvati Mela	25/02/2020	25/02/2020	0	175

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

Percentage of power requirement of the University met by the renewable energy sources
Solar Panel has been installed in our college Company name : 4Th patner Type : 30KW This project has helped to reduce CO2 emissions of 32.85 tons this year. Our whole campus is running on Solar Panel System

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Physical facilities	Yes	5
Provision for lift	Yes	5
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	NIL	NIL	Nil
View File							

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	125
Tree Plantation	06/07/2019	06/07/2019	48
No Tobacco Pledge	11/07/2019	11/07/2019	186
District Level Yoga Camp	19/08/2019	23/08/2019	118
Seminar on Work Life Balance	20/08/2019	20/08/2019	120
View File			

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

1. Tree plantation at college campus
2. College campus cleanliness campaign
3. Ban on plastic use
4. Installed solar panel
5. Use of Cloth bag

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

RESEARCH CENTER: The college has a well-defined policy to promote research. All

the faculty members are actively involved in publication of research papers and participate in international national and state level conferences. Out of 10 aided teaching staff, 9 have completed their Ph.D., 1 is an M.Phil.,. RESEARCH CENTRES IN COMMERCE (Ph.D M.Phil) ACCOUNTANCY (Ph.D) The College is approved by the University of Mumbai for Ph.D Research Centers in Commerce and Accountancy, and M.Phil Research Center in Commerce. The College has five registered Ph.D. Guides. ANNAPURNA SCHEME : The unique Annapurna Scheme provides nutritious and free breakfast to a substantial number of needy students each semester. This scheme aims to provide nutritious and filling breakfast through the college canteen to needy students each year, who attend college early in the morning, often without any provisions for tiffin, and also have to take up part-time employment after college hours to support their family. The Scheme was a brainchild of Late Shri GiteshbhaiMajlani, whose generosity and concern for the student community has been reciprocated by the other kind-hearted Management donors who have made this scheme possible. The scheme commenced in the year 2009- 2010 with 30 students. It increased to 60 students in 2010-2011, and to 80 students in the next years. The Sanskar Sarjan Education Society aims to increase the number of beneficiaries of this scheme to reach out to the maximum number of needy students

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://dtss.sanskarsarjan.org/wp-content/uploads/2020/03/BEST-PRACTICE.pdf>

7.3 – Institutional Distinctiveness

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

Our college has a Ph.D. Research Center in Commerce (Business Policy and Administration) and in Accountancy, both recognized by the University of Mumbai. The college has a well defined policy to promote research which is as follows: • To inculcate a research culture among students and faculty. • To provide appropriate ICT infrastructure facilities. • To collaborate with renowned libraries for research. • To provide time off and duty leave to conduct research. • To collaborate with industries for research. • To organize conferences, workshops and seminars in the campus. • To invite eminent researchers to inspire the students and faculty. • The college has constituted a Research Committee to nurture research aptitude of faculty members as well as students. The composition of the committee is as follows: Chairperson: I/C Principal Dr. Sussmita Daxini (University recognized guide in Commerce) Dr. Shubhada Apte (University recognized guide in Accountancy) Dr. Shaji Joseph (University recognized guide in Commerce) Dr. Caroline David Dr. Satish Naringrekar (University recognized guide in Accountancy) • The college is also recognized as center for M. Phil. Meetings are held periodically to address issues related to research. ANNAPURNA SCHEME: The unique Annapurna Scheme provides nutritious and free breakfast to a substantial number of needy students each semester. This scheme aims to provide nutritious and filling breakfast through the college canteen to needy students each year, who attend college early in the morning, often without any provisions for Tiffin, and also have to take up part-time employment after college hours to support their family. The Scheme was a brainchild of Late Shri Giteshbhai Majlani, whose generosity and concern for the student community has been reciprocated by the other Kind-hearted Management donors who have made this scheme possible. The scheme commenced in the year 2009- 2010 with 30 students. It increased from 60 students in 2010-2011, to 80 students in 2019-2020. The Sanskar Sarjan Education Society aims to increase the number of beneficiaries of this scheme to reach out to the maximum number of needy students.

Provide the weblink of the institution

<http://dtss.sanskarsarjan.org/wp-content/uploads/>

8.Future Plans of Actions for Next Academic Year

The college proposes to apply for autonomous status with basket of brand new programmes, up-to date courses that will develop skills in students who will not only compete successfully in challenging career markets but will also responsibly improve the quality of life in society. The college prepare to process declare results of students online.