



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	CHANDRABHAN SHARMA COLLEGE OF ARTS, SCIENCE AND COMMERCE
• Name of the Head of the institution	Dr. Pratima Singh
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02225704526
• Mobile No:	9920107030
• Registered e-mail	cbscollege@gmail.com
• Alternate e-mail	cbsiqac@cscollege.co.in
• Address	Adi Shankaracharya Marg, Powai Vihar, Powai
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400076
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Asst. Prof. Umesh Kabadi				
• Phone No.	0222570426				
• Alternate phone No.	0222570430				
• Mobile	8652464562				
• IQAC e-mail address	cbsiqac@cscollege.co.in				
• Alternate e-mail address	sandeepvcbs@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.cscollege.co.in/images/AQAR_2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.cscollege.co.in/images/ACADEMIC-CALENDAR-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.52	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC			17/01/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				
9.No. of IQAC meetings held during the year	4				

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Signing of MOU for Academic Exchange Programs - Collaboration with 4 colleges to conduct faculty exchange program to provide a unique opportunity for interaction between different institutions and exchange of ideas and thoughts among faculties and students. For collaboration, MOU is signed with - Asmita College of Arts & Commerce for Women's for faculty exchange with Bachelor of Information Technology, - Nirmala Memorial Foundation College of Commerce and Science for faculty exchange with Bachelor of Management Studies, - Shri Ram College of Commerce and Science for a faculty exchange program with Bachelor of Commerce - Public Night Degree College for faculty exchange with Bachelor of Management Studies and Bachelor of Commerce</p> <p>2. Organized 10 Faculty Development Programs for teaching and non-teaching staff on varied topics</p> <p>3. Signing MOU for Certificate programs - Collaboration with 6 organizations to conduct certificate programs for bridging the gap between industry and academia. For collaboration, MOU is signed with - English Speaking Certificate Program with Times of India - Android Application Development Workshop with Mynex Technology - Creative writing certificate program with Open Minds - Certificate program in financial markets with Financial Planning Academy - Certificate program in financial Planning and Investment with Knowledge Inclusion Education & Consulting Company - Certificate Program in GST with Financial Planning Academy</p> <p>4. IQAC through departmental clubs & associations and various other committees conducted 58 Student Centric webinars and events to provide a platform to students for interaction and enhancement of their skills during Pandemic.</p> <p>5. Research Conference - College organized and conducted first ever Virtual 6th International Multidisciplinary E-Conference</p>		

on 17th April 2021 on "Challenges & Prospects for Global Economic, Business and Social Environment"

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
To organize International Conference	6th International Multidisciplinary E- Conference was organized on the topic "Challenges and Prospects for Global Economic, Business and Social Environment" on 17th April, 2021
To conduct Faculty Exchange Programme with various colleges online	4 Faculty Exchange Programs were conducted in collaboration with Asmita College of Arts & Commerce for Womens, Nirmala Memorial Foundation College of Commerce and Science, Shri Ram College of Commerce and Science and Public Night Degree College
To organise Faculty Development Programmes on virtual platforms	IQAC organized 10 Faculty Development Programs on e-content generation, physical and mental wellbeing, financial management and many such varied current topics
To conduct online Job Oriented Certificate Programs	6 Certificate Programs in collaboration with Times of India, Mynex, Financial Planning Academy, Open Minds, Knowledge Inclusion.
To inculcate technology for effective online education	IQAC initiated online technology upgradation for virtual mode of teaching, learning & evaluation.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	06/05/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020 - 21	01/02/2022

Extended Profile**1. Programme**

1.1	325
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1477
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	215
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	480
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	25
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	177.46
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	140
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	
<p>The institution is affiliated to the University of Mumbai and hence, adheres to the curriculum prescribed by the University.</p> <ul style="list-style-type: none"> The college prepares an academic calendar before the commencement of the term scheduling various academic and extracurricular activities The timetable committee prepares the timetable as per the workload for the academic session to be conducted in online 	

mode

- Teaching plans and logbooks are maintained online for every semester to ensure timely completion of the syllabi and review of academic work.
- The college arranges guest and guidance webinars wherein various subject experts are invited to give their valued inputs.
- Continuous evaluation of teachers to ensure the quality of teaching.
- Encouraging participation of the faculties in webinars, workshops organized by the University and affiliated colleges in respect of syllabus revisions, the conduct of examination, assessment, and evaluation, and also organizing the same in-house
- The college organizes webinars for students to guide them in selecting an appropriate area of specialization.
- The college conducts a faculty exchange program to present unique opportunities for interaction between faculties and students of various colleges
- The effectiveness of the lecture is enhanced by adopting various ICT tools, industrial visits, projects, case studies, group discussions, and presentations

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/1noO-msplXe0BkfZINfkzen4-ITSSK_YR/view?usp=sharing

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

1. Before the commencement of the academic year, University

notifies an academic calendar which is followed by the college.

2. The institute prepares an institute-level calendar and subsequently every department adds their contributions and follows it.
3. Department heads closely supervise and monitor the completion of the syllabus as per the teaching plan prepared by faculty members.
4. The Principal, through the academic committee meetings (conducted online), frequently reviews the semester's progress and provides suitable suggestions.
5. In case of revision of the academic calendar by the university as in the case of the academic year 2020 - 21 due to covid, the institute incorporates the necessary changes accordingly.
6. Continuous Internal Evaluation (CIE) of students is conducted at two levels- University & College Levels which was conducted in online mode.
7. Timetables of semester-end examinations are circulated by the university which was displayed on the college website.
8. All semester-end examinations are conducted online with MCQ pattern in coordination with cluster colleges during the covid period.
9. Internal Assessment tests (IA), assignments, quizzes, and webinars are part of the Continuous Internal Evaluation (CIE) of students.
10. The internal assessment test timetable was prepared by the examination committee, displayed on the website, and conducted as per the timetable.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/1noO-msplXe0BkfZINfkzen4-ITSSK_YR/view?usp=sharing

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

7

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

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

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

7

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

420

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

317

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Professional Ethics and Human Values:

Human Values lessons are inculcated through the Human Value Cell, NSS, and DLLE. The human value cell focuses on enhancing the core human values. During the lockdown, the NSS unit undertook the initiative of distributing face masks to the community and the DLLE unit celebrated "Joy of Giving" by donating stationery to underprivileged children in the Powai Slum area. To create awareness about the basic Human Rights in students they are taught about it in the Foundation Course subject

Independence Day and Republic Day are celebrated to

inculcate patriotic and moral values. Teachers' Day and Guru Purnima were celebrated to inculcate human values. During the lockdown, efforts were made to carry out events using skeletal staff or online

Gender:

The Women's Development Cell was created to sensitize students and encourage them to work toward gender balance, and empower and resolve women's challenges. Various webinars were organized. Subjects like Foundation Course, Media gender, and culture include topics based on gender sensitivity.

Environment Sustainability:

Nature Club was established to promote environmental sustainability among staff and students. Various webinars were organized to sensitize students. A compulsory core subject on 'Environmental Management' also creates awareness among students on Sustainability.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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)	View File

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

266

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

1.4 - Feedback System

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

A. All of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://cscollege.co.in/images/FEEDBACK-ON-CURRICULUM.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

540

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

55

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

1. The college has a streamlined mechanism for continuous monitoring and evaluation of the students.
2. The college identifies slow and advanced learners by using virtual classroom observations, interactions, and continuous and regular assessments on the online mode
3. For advanced learners, the lower standard marks are taken into consideration, and students who scored above 75% percent are considered advanced learners.
4. Advanced learners are also encouraged to help slow learners.
5. Advance assignments or tasks are assigned to advanced learners.
6. Even in the library, advanced learners can issue three books at a time
7. College toppers are encouraged with certificates and cash prizes by the management.
8. For slow learners, the teachers observe during online lectures whether those students are easily understanding the lesson. If they fail to understand the topic, the same is then explained again in an easy and lucrative language with additional examples.
9. For slow learners, remedial and supplementary classes are also offered.
10. Every year a seminar is conducted by B.Com and BMS Department "Choosing the right career path" to help students choose a specialization
11. Bridge classes are conducted for all the non-commerce learners who take admissions in Commerce and management streams to cope with the syllabus
12. Language lab software is also available

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

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

Number of Students	Number of Teachers
1,477	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College provides a platform for learners to develop the latest skills, knowledge, attitude, and values to mold their behavior in the right manner.

Experiential Learning:

- Certification Courses by the market experts were conducted virtually.
- The IT department encourages learners to showcase their skills by organizing a technical Intercollegiate virtual fest.
- Through the English Speaking course, students were guided in terms of enhancing their presentation skills and enriching their communication skills.
- A number of courses include experiential learning through project work
- Laboratory sessions were conducted using simulation software and android applications
- During the Internship, students get hands-on experience while working

- Simulated events are organized such as Mock Stock to give the virtual experience

Participative methods:

- ICT enabled learning, project-based learning, webinar, presentation and assignments, case study analysis, quizzes, etc. were conducted.
- Screening of the films for BA.M.M.C students makes the learning interesting and effective.
- Students' representation in various committees helps incorporate decision-making ability and enhance administrative skills

Problem-solving methodologies:

- Learners are encouraged to participate in various inter-college and intra-college events, technical fests, and other competitions.
- Other activities include Regular Quizzes Case studies Discussion Powerpoint presentations

Due to Covid 19 pandemic situation, all the activities were conducted online.

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

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

The college has prioritized the use of ICT in teaching-learning. Preparation of e-notes in the form of PPTs, digital material, and ebooks has created a repository of knowledge, available to students in the google classroom. The faculties use ICT in education to support, enhance, and optimize the delivery of education. Digital

Database, E- books, E-resources are provided through the library website and access for the same during online sessions.

Teachers use modern methods of teaching-learning, such as Google sites and Google classroom, to implement 'flipped learning', posting and receiving assignments, posting educational resources, and materials, Google forms to evaluate students, etc. Links for videos, attendance links, and recorded lecture facilities were enabled.

College also has classrooms and labs with ICT facilities enabled with LCD projectors installed and the campus is enabled with a high-speed Wi-Fi connection..

The following tools are used by the Institute to promote ICT:

1. Projectors are available in different classrooms.
2. Desktop and laptop computers are available in the Computer Lab and faculty cabins.
3. Printers are located in labs and coordinators' cabins.
4. A digitally equipped seminar room with a projector, Computer systems, cameras, and screen.
5. The auditorium is equipped with a mike, projector, cameras, and computer system.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://docs.google.com/spreadsheets/d/1JM8ZySzIyMjWYwOiJwLQWZ_mNMYnja40XMm7_P5MRGw/edit?usp=sharing

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

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

25

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

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

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

1

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

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

2.4.3.1 - Total experience of full-time teachers

133

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

2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process

- At the entry-level, admissions are given on a merit basis and the lists of merit students are displayed on Notice board
- For transparency, the system of internal assessment is communicated to the students during orientation.
- Students admitted are assessed continuously through various evaluation processes at the college and university level.
- Continuous evaluation is made through Group Discussion, Unit Tests, Assignments, Field visits (Considering the current COVID situation, this was not possible), and presentations.
- The academic calendar created by the college lists the dates for these internal tests at the beginning of the semester for the faculty to plan the course conduction.
- Unit tests are conducted for 20 marks each semester based on 40% of the syllabus
- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms of the University.
- Results are analyzed to identify poor-performing students.
- A parent-teacher meeting is conducted to update the parents about their ward's attendance and performance and feedback is also sought from parents to improve the system.

Due to Covid 19 pandemic situation, all the internal assessments were conducted online

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

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

After the outbreak of the COVID-19 pandemic, assessment methods have changed from the regular pen and paper to the online mode.

- The College conducts assessments using Google Forms and conducts all university examinations as per guidelines from cluster college.
- The system of internal assessment is communicated to the students during orientation.
- A teacher in charge is allocated a group of students to look after the supervision, technical issues during exams, and exam-related grievances.
- Any grievances that arise the in-charge teacher guides the student to mail the issue to the email id provided in the Examination Notice
- The grievances received are then forwarded to the grievance committee and the committee tries to resolve the issue within 4 to 5 days and intimates to the students accordingly.
- The additional-internal exam is conducted for the students on the basis of medical grounds or students facing a technical error as per the decisions of the committee
- This mechanism was followed during the covid period as all the activities were conducted online whereas during regular college sessions the college follows all the guidelines assigned by the University for revaluation and photocopy or any other exam-related grievances.

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.

The learning outcomes of the program and courses are explicitly outlined by the college. The institution uses the following mechanism to convey learning outcomes to teachers and students.

- Teachers spell out the learning outcomes in the classroom at the introduction of each subject. Thus, students are made aware of course/programme expectations at the very commencement of the teaching-learning process.
- The syllabus and learning outcomes are available in hard copy and on college websites for teachers and students to view.
- Every IQAC and college Committee meeting has stressed the importance of learning outcomes to the teachers.
- The Student Satisfaction Survey (SSS) is also another instrument by which the college takes feedback on the extent of student attainment of learning outcomes.

Thus college employs multiple channels to make students and teachers aware of the learning outcomes of courses and programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

To determine the level of achievement, a continuous and

comprehensive evaluation is conducted on a regular basis. The students' thinking processes, as well as their abilities and knowledge, are assessed and tested during lectures. Students are given assignments through google classroom. Assignments are to measure the program-specific outcomes. Evaluation of the stated outcomes is carried out using multiple assessment methodologies. It is carried out regularly during routine teaching, and periodically through internal assessment and finally through evaluating the University results of the outgoing students. The levels of accomplishment of POs, PSOs, and COs are determined by analyzing students' performance in semester/annual examinations. The results of the pupils are analyzed by each department.

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

2.6.3 - Pass percentage of Students during the year

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

459

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://cscollege.co.in/images/Annual%20Report.pdf

2.7 - Student Satisfaction Survey

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

[http://www.cscollege.co.in/images/Student-Satisfaction-Survey-\(2020-21\).pdf](http://www.cscollege.co.in/images/Student-Satisfaction-Survey-(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)	
1,38,000/-	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
4	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://mu.ac.in/
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	
58	

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)	View File

3.2 - Research Publications and Awards

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

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

16

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

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

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

30

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college organizes various extension activities with an objective of sensitizing students about various social issues, contributing to the community and strengthening community participation. The college

runs the National Service Scheme (NSS) and Department of Lifelong Learning & Extension programs (DLLE).

During the pandemic, due to lockdown, all shops were closed and hence basic necessary goods were not available for common people. The NSS unit of the college undertook the initiative and distributed face masks to the community. In the same regard, the College's DLLE unit celebrated "Joy of Giving" by donating notebooks, pens, pencils, and drawing books to underprivileged children in the Powai Slum area which was the need of the hour. Many promotional activities were also organized such as a poster contest with the theme of child labor, senior citizen status, and old age homes, webinars on "Delving the Essence of Time." and "Human Trafficking"

The main motto was to create Covid-19 awareness among society. This will change students' perspectives and lead to their Holistic development.

Mr. Prashant Sharma, Managing Trustee has donated a Water Cooler to Dr. Babasaheb Ambedkar College, Mandangad, Ratnagiri through the Association of Non- Government Colleges, Mumbai.

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

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

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

3

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

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

15

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

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

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

775

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

3.4 - Collaboration

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

45

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

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

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

8

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Chandrabhan Sharma College, with excellent infrastructural facilities, is situated in the heart of Powai. During covid times the college was working online and hence all the necessary IT support was provided by the college for effective teaching-learning.

- The college has well-lit classrooms having natural light and ventilation. which are colored periodically and the benches are spacious which provides an ease to the learner in learning
- The library is fully air-conditioned with a sitting capacity of 125 and has an open access system

- There are a total of 30 Lecture Halls including 18 ICT enabled classrooms and 1 conference room,
- The college has an air-conditioned auditorium with a seating capacity of 300, and a conference room with modern amenities like projectors, audio and visual system
- The college has 3 IT labs with adequate computers and projectors which are managed by an IT technician who ensures that the equipment is maintained properly and aids in troubleshooting.
- IQAC, which is the core center of all activities of the college, has a separate well-furnished room. Examination section, etc.

File Description	Documents
Upload any additional information	View File
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.

Sports and culture occupy a vital role in our lives. They help us in maintaining a proper physique and a positive mentality. The College developed a sports and cultured environment that encourages students to be physically and mentally fit. During the Pandemic situation, various cultural, literary, extracurricular activities were carried out virtually. Other than this the college has the following facilities

- The college has a well-equipped gymkhana with a full-time Sports trainer who trains students for related activities
- The gymkhana has facilities for indoor games like table tennis, carrom, chess, etc. and necessary equipment required for outdoor games
- The college has 2 turfs for outdoor games.
- The college also has a swimming pool attached to the college

campus .

- Yoga Day is observed every year in the college auditorium.
- Separate rooms are provided for NSS, DLLE, WDC, health & counseling, placement, and cultural committee
- Every year, the college hosts annual intercollegiate cultural events "khwaish" in the college auditorium. The cultural room with computer system helps students plan and execute the fest better

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

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2,74,109

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

4.2 - Library as a Learning Resource

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

- Name- eGranthalaya
- Nature of automation - Fully
- Version - 3.0
- Year of Automation - 2017

Library uses eGranthalaya library management software developed by NIC. Software has eight modules; each module has further been divided into submodules to cater to its functional requirements

- Admin
- Books Acquisition
- Cataloging
- Circulation
- Serials
- Micro Documents
- Budgets
- Search

Open Source Software

eGranthalaya

OPAC

OPAC is available in LAN.

<http://192.168.0.197/eg3opac/>

Library website/ Portal

A separate library website developed using open source Google tools i.e Google sites

<https://sites.google.com/view/csc-library>

Remote access

through Library website <https://sites.google.com/view/csc-library/e-resources?authuser=0>

and N-LIST e-resource

Bar-coding

All Books are bar-coded with the help of eGranthalaya software and issue/return process carried out by barcoding.

Total number of computers for public access

07

Total Number of Printers for public access

01

Internet bandwidth/s speed

100 Mbps

Wifi

Available

Institutional Repository

Available and developed in open-source software i.e DSpace

<http://192.168.0.166:8080/jspui/>

Participation in Resource

sharing Networks/consortia

Library subscribes to N-LIST-INFLIBNET membership, a college component of e-ShodhSindhu.

E-Library

Available 07 Computers with Internet Access for the use of e-resources for Staff and Students

SERVICES PROVIDED

Home lending

Reference Service

Current Awareness Service

Book Bank Service

InterLibrary Loan

Institutional Repository

Newspaper Clipping Service Open Access Resources through website

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

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

A. Any 4 or more of the above

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

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

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

0.45

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

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

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

31

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

4.3 - IT Infrastructure

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

- The institution has well-developed IT facilities, including computers, projectors, printers, scanners and Wi-Fi with high speed internet available in the classrooms, office,

examination rooms, IT labs, library, Trustee cabin, Principal cabin, IQAC room, placement cell and cultural room.

- All computers are in LAN with internet bandwidth speed 100 Mbps.
- IT facilities are updated on a regular basis. Also, new equipment is purchased as per the requirement.
- A dedicated internet connectivity of bandwidth 100 Mbps (1:1) is provided by BANDWIDTH UNLIMITED.
- The campus is Wi-Fi enabled to promote digital flow.
- Faculty and Students can avail the Wi-Fi facilities 24X7, 365 days with a common user-Id.
- Wherever high speed connectivity is required wired connection through optical cable LAN services is provided in the departments.
- There are 3 computer labs with 30 computers each for conducting practical,
- A dedicated computer center with 7 desktops is provided for browsing & accessing e-resources besides computer labs in the library.
- The Institute has an Internet registered domain name www.cscollege.co.in, using which it provides its own e-mail facility to staff.
- There are 140 computers and 11 application softwares installed at different locations in the

institution.

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

4.3.2 - Number of Computers

100

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

39,47,888

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has

- AMC for mechanical, electrical, and civil works
- Well-lit classrooms that have natural light and ventilation

and are colored periodically

- Three IT labs are maintained by an IT technician who ensures that computers are proper and aids in troubleshooting.
- A dedicated support staff ensures that the classrooms and the college, in general, are clean.
- Sufficient number of washrooms that are cleaned at regular intervals
- Water purifiers are maintained on a regular basis.
- the water storage tank is also cleaned at frequent intervals.
- The Library committee formulates the policy for utilization and maintenance of the library, after the Principal's approval. The Library staff ensures proper handling of books, periodicals, and journal and also assist the students in accessing online resources. The purchased books are displayed in the new arrival section. Books are classified, cataloged, and stacked alphabetically and subjectwise. Students are allowed usage of the library on possession of a student Identity card. Digitized records of books issued and user attendance are maintained by the library.
- The gymkhana is managed by Full-time sports trainers who maintain a register for the utilization of sports equipment
- Round the clock security services for safety and security available on campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.ccollege.co.in/images/Maintenance-of-Physical-Facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

5

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

33

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)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	https://www.cscollege.co.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

602

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

602

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

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

118

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

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

5.2.2.1 - Number of outgoing student progression to higher education

29

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

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

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

examinations) during the year

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.**

4

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

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

The Students' Council is the association of representatives of each class formed for the purpose of maintaining discipline, organizing events for the welfare and development of the students, assisting the college authorities in the smooth functioning of the college, and representing the college on various platforms. The college has a well-structured Student council which consists of 2 Class representatives (CRs) from each class, selected on their merit. The council also comprises representatives from DLLE, NSS, Sports, and the cultural committee. It is managed by the General Secretary, Deputy General Secretary, and a senior faculty working as a

coordinator. It plays an active role in organizing all the events in the college like celebrating days of National importance, freshers, farewell, Dandiya, annual day, and cultural fest. The support of the student council helps in the smooth conduct of every event in the college.

Representation of students is in Academic and Administrative Bodies such as CDC, IQAC, Anti-ragging, WDC, ICC, Cultural committee, College Magazine, Placements Career Guidance Cell, Gymkhana / Sports, Library, Extension, and departmental clubs. These Student representatives are involved in the proceeding of meetings, and participative decision-making. They also help in the implementation of the decision taken playing a major role in all events.

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

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

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

17

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Chandrabhan Sharma college has an active Alumni Association, which is under the process of registration:

Chandrabhan Sharma College Alumni works to promote the bond of brotherhood among the alumni and to help the Institution and its students grow in all aspects. In order to achieve the same the Alumni association:

- Helps in creating opportunities for the students.
- Provides valuable feedback that helps in providing enriching insights in various areas to the institution.
- Promotes sharing of experiences and knowledge among the various stakeholders.
- Alumni meet
- Guest guidance lectures
- Judging various events organized by clubs and associations of the college
- Extending support for college festival
- Extending support in arranging job fair

The Chandrabhan Sharma conducts the following activities on regular basis:

- Communication with the members of the Alumni Association and the Institution keeping mutually informed on the developments on both sides.
- Organizes social, educational, and networking events locally at the Institution/institute levels.
- Provides continuing educational enrichment experience for alumni and students.
- Undertakes activities contributing to the improvement of infrastructure and academic activities in the Institution.
- Helps the students to look upon the alumni to become responsible citizen.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	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

Vision:

"To be an academy of excellence, which will provide transformative and empowering educational experiences to generate globally competitive youth."

Mission:

- To provide a quality education that aims at preparing students for the challenges of life
- To bring about all-round development in the personality of the students.
- To encourage students to participate in inter-collegiate events and help them acquire and hone their skills through peer learning.
- To assist students in getting suitable placements.
- To promote sports and inculcate discipline amongst the students and help them to be physically and mentally fit.
- To encourage students to go beyond books and to make them globally competent.

The institution follows a democratic and participatory mode of governance with all stakeholders. The governing body of the college involves the Management, the Principal, IQAC, Teaching-staff and non-teaching staff, the student council, and alumni. The administration and academic process are monitored by the principal. The Management always encourages the involvement of the staff in the quality assurance, enhancement, and developmental activities of the College.

There are various committees to support the mission and vision. Principal, Coordinators, and Conveners of various committees design plans for the academic year and contribute to the implementation of the activities planned.

File Description	Documents
Paste link for additional information	www.cscollege.co.in
Upload any additional information	View File

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

The management provides the Principal with adequate autonomy to carry out the institution's vision and mission. Academic responsibilities are evenly distributed among all members of the staff. Committees are formed to oversee the numerous academic and co-curricular events that take place throughout the year. This guarantees that policies are carried out in a transparent manner. Regular staff meetings are used to communicate the obligations to the teachers. The Principal of the College meets with the teaching and non-teaching staff on a regular basis. During these meetings, numerous concerns are discussed before a final decision is made. The coordinator monitors the functioning of the departments. Participative decision-making ensures the total participation of all the people concerned.

Case study - The pandemic created disruption in higher education systems. The imposition of lockdown and restrictions brought challenges. The institution took lead in using a virtual platform for catering to the online teaching-learning process. A meeting with coordinators was conducted and a suggestion of using G-suite as a platform to cater to the academic needs was given to the coordinators. The suggestion was put forth in the IQAC meeting and the IQAC ensured to implement G-suite as a platform to accommodate the academic needs.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Before the commencement of the academic year, the IQAC prepares a strategic plan taking into consideration the vision, mission, and objectives of the college. The same is put forth in CDC and IQAC meetings. After the suggestions from CDC and IQAC members, the plan is conveyed to all the departments by the Principal and IQAC coordinator for successful implementation of the same.

Deployment - For the academic year, the major hurdle was to implement the strategic plan using a virtual platform. Education has taken a major setback but IQAC converted this challenge into an opportunity by providing all kinds of training and support to the staff and students. The IQAC planned to conduct Faculty Development Programs, webinars, conferences, faculty exchange programs, certificate courses, and many other virtual activities for staff and students. For the conduct of these activities, resource persons were invited from different states and countries as well which was not possible in offline mode thereby converting this challenge into an opportunity. The Principal motivated the faculties and provided appropriate support to attend numerous webinars, conferences, orientation, and refresher courses organized by other colleges and universities across India to upkeep the current trend thus removing the barriers of boundaries

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

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

The overall planning and development of the institution are done by the Board of Management under the direction of the principal. The Principal is the academic head, ensuring the proper conduct of all the academic, research, and extension activities. The Management encourages the faculty to participate in various committees. This enhances leadership qualities and skills. The executive leadership is shared with the IQAC Co-ordinator and all the Departments

coordinator. There are various Committees, Cells, and Associations under academics focussing on specific tasks and roles in the College. Statutory bodies - These are the committees that are mandatory to be formed by the University of Mumbai like the Examination, Student Council, NSS, WDC, DLLE, an Anti-Ragging Cell. The functioning of the institutional bodies is effective and efficient which is reflected through policy implementation, administrative setup, and appointment and service rules. The effective and efficient functioning of the college is governed by different administrative. College Organogram is provided here for demonstrating the effective and efficient functioning of the institutional bodies

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://cscollege.co.in/wp-content/uploads/2022/05/college-organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

In our Institution Staff welfare is given foremost importance. In connection with this, Existing welfare measures for teaching and non-

teaching staff are itemized below:

- Provident fund facilities as per PF rules
- An interest-free loan facility is provided to teaching and non-teaching staff
- Institutional login is provided to all staff for smooth conduct of online lectures
- Faculty development programs (FDP) are organized for teaching and non-teaching staff on a regular basis
- Management sponsored minor research so as to inculcate research culture among faculties
- The faculties are encouraged to participate and contribute valuable suggestions as members of various committees
- Management provides financial support to attend conferences/workshops, orientation, refresher and publish research papers
- The best teacher award is given every year by the Management
- Mic facilities are provided in the classroom to facilitate convenience
- Two uniforms are provided to all non-teaching staff at free of cost every year.
- The tuition fee waiver is given to the ward of the staff studying in any institution under the trust
- Staff picnic and teachers day lunch are arranged by the Management.
- Free tea is provided to teaching and non - teaching staff
- Parking space facility for 2 wheelers and 4 wheelers
- Leave encashment facility is provided

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

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

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

14

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

6

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

21

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

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

- A good appraisal system works towards the improvement of the overall organizational performance of colleges and individuals for ensuring the achievements of the organizational mission and vision.
- The institution maintains the performance appraisal system by Self Appraisal Reports (SAR) and peer-to-peer appraisal. The process of appraisal is scheduled for the end of the academic year.
- A teacher's performance is calculated by taking into account the teacher's participation in curricular, co-curricular, and extracurricular activities.
- The SAR records the specifics of any refresher or orientation courses, seminars, or other activities that the teacher participated in during a specific time period.
- The SAR also records teachers' participation in research activities

- The importance of involvement in the well-being of students and community service is emphasized while evaluating performance.
- During the appraisal, the teacher is also given the opportunity to write down any noteworthy accomplishments they have made in their subject area that can help them improve their overall performance.
- The principal then assesses the entire report and makes recommendations to higher authorities for any additional action that may be required.
- A similar method is followed in peer to peer analysis wherein faculties are asked to assess the performance of their peers

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

6.4 - Financial Management and Resource Mobilization

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

? The College maintains transparency in the financial records and gets financial audits done regularly.

? The Account Section of the office verifies the expenses against the sanctioned amount carried out under various institutional/departmental activities from the supporting documents

? The external audit is normally done after the closure of the accounts in all respects. External Audit is done by the Statutory Auditors after 30th June of the subsequent year.

? External audits are carried out once in every financial year respectively by the Chartered Accountant to ensure proper utilization of the funds as per the allocation by the management committee.

? Chartered accountants perform the auditing of the Institute's financial records and book as per guidelines of the Income Tax department.

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

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

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

0.35

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

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

The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for fund usage and resource utilization.

? Mobilization of Funds, the student Tuition fee is the major source of income for the institute.

? The management provides need-based funds for different activities

Utilization of Funds

? The quotations are scrutinized before a final decision is made based on parameters like pricing, quality, terms of service, etc.

? The Principal & IQAC committees along with the accounts department ensure that the expenditure lies within the allotted budget. The

intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

? The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationery & other maintenance costs.

? It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.

? The budget is scrutinized and approved by the managing trustee

? Statutory auditors are also appointed who certify the financial statements in every financial year.

? The grants received by the college are also audited by certified auditors.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Enhancing Teaching-learning aptitude among the teacher was a significant initiative taken by the IQAC committee by organizing.

- Faculty exchange program.- It benefits the faculty from exposure to a culturally varied and diverse faculty make-up, with an opportunity to exchange ideas and observe a variety of styles.
- Inculcating research aptitude by encouraging the teachers to write quality research papers on UGC care journals, peer-reviewed journals, and in Scopus. By organizing International Multidisciplinary E-Conference on " Challenges And Prospectus for Global, Economic, Business and Social Environment" for research scholars, Teachers & Budding Researchers during the period of Covid 19.

- International Conference provides a forum to bring together academicians, researchers, and scholars from diverse cultural backgrounds to discuss innovative ideas and diverse topics.
- Inspiring teachers to instigate themselves with Ph.D. enrollment and few cleared the pet exam and got registered themselves.
- Optimization and integration of modern methods of teaching and learning. by conducting a One-day FDP on "Modern ICT Tools in Teaching & Learnings" Dr. Anwar Rafique Shaikh the HOD of Pharmaceutical Chemistry Allana of Pharmacy, Pune. demonstrated various tools that can be used to move from physical classroom to online classroom and make the presentation effectively.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.
2. The Academic Calendar is prepared in advance, displayed and circulated in the Institute, and strictly followed.
3. Admission to various programs, vacations, examination schedules, and declaration of results are notified in the Academic Calendar.
4. All newly admitted students are motivated to compulsorily attend the Orientation Programme, in which they are aware of the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline, and culture of the Institute.

5. Students are given Time-Table, Programme structure, and syllabi of the courses before the semester commences by the respective subject in charge
6. The teaching-learning process is reviewed by a daily log filled by faculties after every class
7. Remedial classes for slow learners are conducted after every continuous assessment examination.
8. Feedback is collected, analyzed, and shared with the Principal
9. IQAC conducts quality programs i.e., seminars, webinars, guest lectures, conferences, faculty exchange, etc to enhance the teaching-learning process

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute has a policy of appreciating all without gender bias. Female students and faculties are nominated, based on their ability, as office bearers of clubs & associations, heads of the departments, and conveners of various committees.

Other than that the college undertakes the following initiatives to promote gender equity

1. Women Development Cell addresses issues relating to women's rights, safety, and general well-being. They conducted activities

- Webinar on Stress Management After COVID
- Awareness webinar on Prevention of cancer and Healthy Lifestyle
- Webinar on Empowering Women in the Workplace

2. Curricular and co-curricular activities:

- BAMMC Department organized
 - webinar on "Awareness and Prevention of Sexual harassment of Women at workplace"
 - online poster making competition on Gender Issues/ Gender Equality/ LGBTQia Community
 - Online Short Film screening with focus on Role of women,

Stereotypes, Gender sensitive issues, women empowerment & awareness onLGBTQia Communit

3.Facilities for women on campus:

- Incinerator and Sanitary Self Service Vending Machine in Girl's Common Room
- College provides equal opportunity for faculties with financial support for research and publications along with participation in professional development programs
- Gender audit is conducted every year to identify male female ratio in all streams and to take up new initiatives.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1LG12Q3C3xyZHiJIdJnPcExKmkHr9ygJP/view?usp=sharing
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	Nil

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	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The college facilitates several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle

- For Solid Waste Management, different bins have been placed on different floors. This ensures that solid waste is segregated at the source. Suitable techniques are applied for disposing of solid waste.
- Wastewater lines from the toilets are connected with municipal drainage mains. The drainage lines are further connected with the sewage treatment plant of the municipal corporation
- For Biomedical Waste like sanitary napkins, old newspapers, or waste papers to wrap and garbage bins to dispose of are placed in all washrooms
- For e-waste management, the e-waste generated in college which cannot be reused is recycled. The college conducts an e-waste management drive where the college recycles not only the e-waste generated in college but also encourages students to bring e-waste from their own homes, society and locality. Due to the covid pandemic, the drive was conducted in November 2021.
- Composting is being done with segregated bio-degradable wastes. The manure generated is used in gardening inside the campus. This is a practice of natural recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1LSqxS9SXSnkj0x9nWvfLEqjBB4AGAlED/view?usp=sharing
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks

A. Any 4 or all of the above

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	View File
Any other relevant information	No File Uploaded

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**

A. Any 4 or All of the above

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

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

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

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

- As a "Hindi Linguistic Minority" college, 50% of the seats are reserved for Hindi-speaking students. The focus is always on reaching out to disadvantaged students or the students from

less privileged sections of society and addressing their needs since they come from diverse social, economic, and religious backgrounds. The admission policy is inclusive and is implemented as a social justice policy of diversity and inclusion in the state.

- The presence of staff and students from different cultural backgrounds makes the environment inclusive and tolerant of diversity.
- By undertaking various initiatives in the form of celebration of commemorative days and extension activities the college provides an inclusive environment
- Library offers books and resources material for upgrading knowledge in Hindi, English, and Marathi languages.
- Scholarships and financial support are provided to all needy students without any discrimination
- Resource persons from different parts of India and also other countries were invited for webinars and conferences emphasizing the institutional efforts at inclusion.
- Institute has a code of ethics for students and a separate code of ethics for teachers and other employees

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

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

The college sensitizes the students and employees to the constitutional obligations about values, Fundamental Rights, Fundamental Duties, and responsibilities through various activities

Every year college celebrates Republic Day and Independence day on January 26 and August 15 respectively. The celebration is attended

by Students, Teaching and Non-teaching Staff, Invitees, guests, and any attendees. Flag hosting with the National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the program.

The students are inspired to participate in various programs like DLLE, NSS, and Rotaract to identify the needs and problems of the community and involve them in the problem-solving process.

Every year the college organizes blood donation camps in association with General Hospital and/or Rotary Club. The students are sensitized to the importance of blood donation and are encouraged to participate in saving the lives of people.

Every year the college celebrates the Ganpati festival and Saraswati puja to inculcate social and cultural values among students.

Due to the covid pandemic, the college was closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or in virtual mode.

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

A. All of the above

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

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

Every year college celebrates Republic Day and Independence day to inculcate patriotism among students. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests, and other attendees. Flag hosting with the National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the program.

From the year of commencement, the college is celebrating "International Yoga Day" wherein students, staff, guests, and nearby residents are invited to participate.

College observes Hindi Diwas on 14th September and Marathi Bhasha Diwas on 27th February to commemorate the adoption of Hindi and Marathi as languages of India.

Every year Teacher's Day and Guru Purnima are celebrated at the college level. Numerous programs are organized by our students on the occasion to pay homage to the valuable contributions of the teaching community.

Other than that, Mothers Day and International Women's Day are also celebrated to inculcate human values.

Due to the covid pandemic, the college is closed to students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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. Faculty Exchange Programme

2. To provide the opportunity to enhance professional development through the stimulus of a different setting and for the host organizations to benefit from the knowledge and skills of the exchanged personnel. The aim was to help students in the adoption of alternative, multi-faceted approaches
3. Presents a unique opportunity for interaction between different institutions and the exchange of ideas and thoughts among faculties and students.
4. Four FEP with Asmita, Nirmala, Shri Ram, Public Night Degree College
5. Collaboration and networking. The benefit was immediate, and students gained the opportunity to learn in a different manner.
6. Due to lockdown, the exchange program was conducted online so a proper IT system with a good internet connection was a must for the smooth conduct of the session

1. Multidisciplinary E-Conference

2. During Pandemic E-Conference provides platform to present papers, share knowledge and stimulate discussions
3. The imposition of lockdown and restrictions on the function of

the educational institute has brought challenges to continuing with the practice and culture of research

4. 6th International Multidisciplinary E-Conference on "Challenges And Prospectus for Global, Economic, Business and Social Environment"
5. 75 research papers were received
6. Unfamiliar tools were daunting for first-time users. Technical glitches were faced.

File Description	Documents
Best practices in the Institutional web site	View File
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

Mentor - Mentee

Teachers are involved in the process of mentoring. Every mentor is allotted 60 Mentees, depending upon the program and division. Mentors are allotted mentees and a list of Mentees is shared with them.

The mentor has the responsibility to take care of all the mentees by providing them with academic and personal counseling, supporting them with any kind of difficulty in their curriculum, and also support them as and when required. Guidance is to be provided 'beyond academics.'

The mentor is to work to find out the hidden talent of the Mentees in various aspects so that they can be promoted to do various activities in the concerned area for their holistic development. However, this is to be done with extreme care and caution as not to affect their personal dynamics.

Goal -

1. To guide and motivate Mentees beyond the scope of academics

2. To identify talents of mentees in areas of extra-curricular and co-curricular activities
3. To focus on wellbeing of Mentees by guiding them for psychological and personal problems, if any
4. To guide academic underachievers and help them cope with academic pressure
5. To guide and advice Mentees and help them attain future growth

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

7.3.2 - Plan of action for the next academic year

- 1.To conduct ISR Activities - The college plans to undertake various ISR activities
2. To organize national-level research webinar - The college plans to organize a national-level research webinar for helpingresearchers
3. To sign MOU for academic and curricular activities - The college plans to sign MOUs with colleges and universities for academic activities and other organizations for extracurricularactivities
4. To apply for NIRF Ranking -the college plans to apply for the NIRF ranking
5. To organize skill development certificate program - The college plans to organize skill development certificate programs to enhance the skills of students
6. To upgrade ICT facilities - the college plans to upgrade ICT facilities in all classrooms