SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

CHANDRABHAN SHARMA COLLEGE OF ARTS, COMMERCE AND SCIENCE

ADI SHANKARACHARYA MARG, POWAI- VIHAR, POWAI
400076
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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Chandrabhan Sharma College of Arts, Commerce & Science, affiliated to the University of Mumbai was established in the year 2008 under the auspices of Smt. Durgadevi Sharma Charitable Trust, by founder Managing Trustee Mr. Prashant Sharma. Name of the college is a tribute to the memory of Managing Trustee's late grandfather Pandit Chandrabhan Bhuramal Sharma. He was a freedom fighter,Gandhian and was champion of Philanthropic and social reformation work.He donated his land to government for constructing the campus of prestigious IIT Bombay , Akshardham Temple and Mukteshwar Aashram Trust (Sant Pachlegaokar Maharaj) at Powai, Mumbai.

Chandrabhan Sharma College of Arts, Commerce & Science is an unaided, Linguistic Minority Institution. It offers 8 under graduate and 2 post graduate programs affiliated to the University of Mumbai. The college started with 120 students and 2 programs, which has grown today to 1500 students and 10 programs. The college was accredited by NAAC with B+ grade in 2017. Post accreditation the college has achieved progress in all areas and caters to the students from all sections of the society and from all across the country. As the college is located in the prime metropolis of Mumbai has the advantage of good connectivity with Industry and Academia. The locational ambiance is pleasant and picturesque with the huge garden opposite college and proximity to breath-taking view of Powai lake.

The infrastructure of the college is spacious, attractive and with modern amenities. Therefore, it has been venue for several university level inter collegiate activities,National level examinations and international conferences. The college believes in national and international collaborations. It has signed MOU with University of Strathclyde , U.K. for International Collaborative programmes.

The college has sufficient number of experienced and motivated staff. Due to vision and whole hearted support of management the college has started many new ventures for benefit of students from all strata of society. The college is a study center of YCMOU (Yashwantrao Chavan Maharashtra Open University) for BCA and MCA programs, study Centre for IGNOU (Indira Gandhi National Open University) and Distance B.Sc. IT program of IDOL (Institute of Distance and open learning) of University of Mumbai.

Vision

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

Mission

- To provide quality education which aims at preparing students for the challenges of life
- To bring about an all-round development in the personality of the students.
- To encourage students to participate in inter-collegiate events and help them acquire and hone up 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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Reputed, dynamic and supportive management.
2. Excellent infrastructure with sufficient and well ventilated classrooms, auditorium, AV room, seminar hall, conference room, Gymnesium, turf,common room for Girls & Boys, laboratories and Extension committee rooms, fully automated Air conditioned library
3. Conveniently located and easily accessible in the metropolis of Mumbai region
4. ICT enabled teaching learning and evaluation process, LMS, YouTube and E-resources adopted.
5. Conduct of frequent Quality audits, AAA, Gender Audit, Energy and Green audit, Library Audit
6. Participation in NIRF.
7. Counselling and Medical care facility on campus.
8. Installment facility given to students in payment of fees.
9. Clean and Well maintained campus with pleasant & peaceful ambience in the neighborhood.
10. Average University results in 5 years is 90%.
11. College lays strong emphasis on all round development of students through extracurricular & co-curricular activities, clubs and associations.
12. Skill development initiatives by Add on / Value added certificate program in Digital Marketing, Tally, GST, Android Application Development, Advanced Excel, Beautician course.
13. Collaborations, MOUs and Linkages with other educational institutions, Corporates and NGOs.
14. Eco friendly campus with 100% LED, sensor lights, retro taps, solar panel, rainwater harvesting, segregation of waste, E-Waste collection.
15. International Research conferences organized every year.

Institutional Weakness

1. The college being affiliated to University of Mumbai lacks freedom to experiment with new generation programs and innovative courses.
2. Since the college is unaided Institution, lack of financial support from Government.
3. Paucity in research grants from Government and Non-Government agencies for research work.
4. Minimal exposure to civil services and overseas Education examinations.
5. Lack of Revenue generation through consultancy and corporate training.

Institutional Opportunity

1. Promoting startups.
2. To start Research Centre.
3. Inter-state students & faculty exchange.
4. Financial assistance and scholarships to deserving and disadvantaged students.
5. To enhance online mode of learning.

6. Obtaining autonomous status.
7. Start new programs in emerging areas.

Institutional Challenge

1. Procedural difficulty to keep a track of students qualifying State / National /International level examinations.
2. Attracting International students and faculty.
3. Securing funding from research agencies.
4. Improving Student -Teacher Ratio.
5. Promote Indian & Foreign languages.
6. To prepare students ready for placements.
7. To establish Industry supported & funded labs.
8. To enroll students for Sanskrit / Hindi certificate programs.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to the University of Mumbai offers curriculum prescribed by the University. It provides option for the students to choose the courses of their interest through the choice based credit system. The college has implemented Outcome based education. College offers 8 UG and 2 PG programs in all Arts, Commerce & Science discipline.

Offered 62 Valued added / add on /Certificate courses for curriculum enrichment and skill enhancement

Faculty members are on Board of Studies of University, Paper setters, Examiners and moderators. College organizes syllabus revision workshops in association with the Board of studies, University of Mumbai. Teachers regularly attend Faculty Development Programmes on syllabus revision, adopted OBE and measure the attainment level of course outcomes and mapped POs and COs.

Planning of academic and co-curricular activities is done by IQAC in the beginning of the year by preparing Academic Calendar. Timetable is prepared by Time table committee, teachers prepare teaching plan, log their activities in the teacher's diary. Teachers take utmost care to complete the syllabus in time.

Students engage in various co-curricular activities through departmental clubs & associations, extension activities, field visits, Job Fair, are arranged for practical exposure. Regular meeting and counselling sessions are arranged. Intra and inter departmental competitions are organized to enhance critical thinking.

Cross cutting issues like Professional Ethics, Gender, Human Values and Environment & sustainability are adequately integrated into the curriculum in more than 25 subjects. Apart from curriculum institution initiates measures to impart knowledge of each of the cross-cutting issues conducting activities beyond the curriculum.

Post accreditation of first cycle in 2017 the college introduced one new UG and 2 new PG program, additional divisions, Value added course have been added. Academic excellence is given utmost importance by IQAC

Continuous Internal Evaluation (CIE) of students is done through internal examinations, assignments, presentations, projects, seminars, group discussions, bridging the gap courses and remedial classes for slow learners. College also conducted preparatory examinations before final examination.

Feedback on curriculum is taken from students, parents, employers and alumni. It is analyzed by IQAC, displayed on college website and actions are taken.

Teaching-learning and Evaluation

The college adheres to the norms of university of Mumbai for admission process. Admission process is transparent and merit list is displayed on the website and on the notice board. The average annual enrollment over 5 years is 80.21%. The social fabric of students is very vast and inclusive, with first generation learners. 90.28 % of seats filled against reservation policy is from the reserved categories

Innovative teaching learning experience enrich the process. IQAC suggests steps to improve both advanced and academically weak learners. The academic year starts with an extensive induction programme to orient students. For enhancing learning experiences, participative learning and problem solving methodologies are adopted by appropriately integrating ICT tools like Google classroom, more than 90% teachers use ICT tools. Value added courses are offered with Industry collaboration to gain knowledge on industry. Teachers are encouraged to participate in Orientation, Refresher, FDPs. Full time teachers against the sanctioned posts are 100%. Out of 25 teachers, 4 are PhD, 6 are currently pursuing PhD. Teachers use PPTs, Videos and other modern methods.

Pass percentage of students in last 5 years is 87.73 %. The Mechanism of Internal/External assessment is transparent and the grievances are resolved time bound through the committee. College Grievance Redressal Policy and Mechanism is published on college website, Notice boards, Google classroom and WhatsApp groups. The POs and COs are displayed on the college website and communicated to students .The attainment level of students are assessed.

Research, Innovations and Extension

Teachers have received grants for Minor Research from University of Mumbai and other external agencies. The college has well defined Research Policy and Research Cell (Sansodh) to promote research among faculties and students. Faculty members have published 30 research papers in UGC CARE and total 86 Books/chapters/Papers were published during the assessment period. College organizes Research Methodology workshops. Total 48 workshop/seminar/conferences organized by college.

Total 206 extension and outreach programs were conducted through NSS, DLLE, WDC and Rotaract club, including Free Covid 19 Vaccination Drive, Blood Donation Camps, Cleanliness Drive, Voters Awareness and Electoral Literacy drive. Total 15 awards & recognitions received for Extension activities. Total 69 Functional MOUs in the assessment period.

International Conferences organized by college in 5 years:

DATE	TOPIC
7th April, 2018	• 4th International Multi-Disciplinary Conference On

	• "Transition and Transformation In 3rd Millennium: Prospects, Issues and Ch... II)
8th February, 2020	• 5th International Multi-Disciplinary Conference • "Role of Education in Sustainable Development"
17th April, 2021	• 6th International Multidisciplinary E-Conference On "Challenges and Pros... Economic, Business and Social Environment"
4th September, 2021	• 7th International Multidisciplinary E-Conference on "Sustainable Developm... Environmental, Economic and Socio-Cultural Issues & Challenges
24th September, 2022	• 8th International Multidisciplinary E-Conference On "National Education Po... on Learning and Student Centric Education System (Issues & Challenges)"

Infrastructure and Learning Resources

Total 29 classrooms, One Auditorium, One Audio visual room, one conference room, 3 IT Labs, One Electronics lab, staffroom and 02 Examination room. All classrooms are ICT equipped, laboratories are upgraded, library is fully automated, air conditioned and upgraded with N-List , Books & Periodicals. Link to LIBMAN ILMS, WEB OPEC is provided on library websites. Total 30 Journals, 7 Magazine and 10 Newspaper are subscribed.

Other facilities include, Multipurpose hall, Gymkhana with Gymnasium, NAAC room, Placements room, 3 Turf laid playgrounds for various sports, Canteen, NSS room, Yoga centre. For differently abled we have Ramp, Lift, Wheel-chair, Washrooms and assistive technology in library. 137 Computers are exclusively for student's use, 12 computers and 17 laptops for teachers. Substantial amount was incurred on maintenance of academic and physical facilities to support the day to day activities of college as well as for its up gradation and augmentation.

Housekeeping staff, Electrician, Carpenter, Plumber and other personnel maintain and clean the campus for which the college awarded "Swachhta Puraskar" at Mumbai ward level by Municipal Body.

Campus is 24*7 Wi-Fi enabled with bandwidth of 300 Mbps and 56 Nos. of CCTV cameras. Student computer Ratio is 10:01. Fire Extinguishers & Hydrolic Fire Extinguishing system is in place. Sufficient No.of Male/Female security guards are employed.

Student Support and Progression

The college makes sustainable efforts for students support and is passionate about academic excellence and holistic development of students. Students are informed about Government / Non-Government scholarships through circulars and students are benefitted from the same. Government of Maharashtra's "MahaDBT" scholarship, Institution's own Merit scholarships and fees concessions have been provided to 270 number of students.

83 Capacity building and Skill enhancement activities have been undertaken by college in collaboration with

The Times of India, Sri Satya Sai Seva Organization, "Smart Girl Programme" of Bhartiya Jain Sanghtna, Rotary club.

63% of students have benefitted from Career Counselling and Training of Competitive Examinations. 1125 Students pursued higher education and got placements from the campus.

A total No. of 81 students qualified in various State and National level Examinations, including NET/SET/GATE/CET/TOFEEL.

In all, total 38 students' secured award/medals for their outstanding performance in University / State /National level. Total 82 activities of sports/ cultural organized by college. More than 450 students participated in competitions conducted by other colleges. Institution organizes Annual Intercollegiate Cultural fest "Khwaish" every year since inception.

Grievance Redressal Cell and its transparent mechanism is in place to solve student's grievances. Anti-Ragging Cell, ICC and WDC is established to support students.

Institution has registered Alumni Cell which actively contribute to the growth of the institution. Alumis represent in IQAC and contribute in placements, career guidance, and orientation of fresher's and for guest lecture.

Governance, Leadership and Management

The Vision, Mission and Objectives of the institution are well defined. It is translated into action through an effective governance. Governing body SDSCT, CDC, IQAC, statutory committees and Principal are the different bodies of the decision making process. The Management believes in participative and decentralized style hence autonomy is given to the Principal. The Governing body guides the Principal in major decisions. The institution has prepared for NEP Implementation as per guidelines of the affiliating University. IQAC is involved in preparing Short term & Long term plans and policies, initiate quality enhancement, conducts Academic and other audits. Institutional Perspective Plan is prepared for 5 years and also annually. It is effectively deployed. Institution implement E-Governance. Mastersoft ERP system is in place with modules covering all areas of operations. Institution follows structured performance appraisal system. The institution follows proper process of recruitment, promotion and has welfare measures for teaching & non-teaching staff including PF, Gratuity, Medical Insurance, Personal Loan, Picnic, PhD leave, Faculty Development Programs, Orientation, Refresher, Short term courses, Workshops, Seminars, and Conferences are attained by teachers on regular basis. 68% of teachers are provided financial support. 100 % of teachers attend FDP /MDPs.

Internal and External Audit is regularly conducted by Qualified Auditors. Institute has set procedures for mobilization of funds and its optimal utilization. Structured feedback is taken from students, parents, alumni and employers . Quality assurance measures of IQAC include NIRF participation and host of collaborative measures.

Institutional Values and Best Practices

Chandrabhan Sharma College has strong ethical work culture that is based on equity. Equal prospects are delivered to all stakeholders irrespective of gender. College has Gender policy, Gender Audit is done, WDC,

ICC committees, the syllabi of many courses include Gender Sensitization & Equity.

The Institution uses solar panels, 100% LED tubelights, sensor based lights. Waste is segregated at source, E-waste is collected & disposed with an agency under MOU. Water tanks are constructed, retro taps are fitted, water harvesting system is in place, and campus is disabled friendly with Ramp, elevator, wheel-chair and washroom. Green Audit, Energy Audit and Environment Audit is done by a recognized agency. In the campus and beyond campus Green initiatives are undertaken under MOU with NGOs "Nisarg", "Young Environmentalist Program Trust". The college has received appreciation as "Clean & Green Campus".

The institution has many best practices, but the two best practices are:

1. Digital Literacy for Society

2. Nurturing the Nature for future

Institutional Distinctiveness emanating from its Vision and Mission is, "Holistic Development of Students".

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	CHANDRABHAN SHARMA COLLEGE OF ARTS, COMMERCE AND SCIENCE
Address	Adi Shankaracharya Marg, Powai- Vihar, Powai
City	MUMBAI
State	Maharashtra
Pin	400076
Website	www.cscollege.co.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Pratima Singh	022-45266020		-	
IQAC / CIQA coordinator	Umesh Kabadi	-	8652464562	-	umeshkabadi@cscollege.co.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority Certificate.pdf
If Yes, Specify minority status	
Religious	
Linguistic	Hindi Linguistic Minority
Any Other	

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Adi Shankaracharya Marg, Powai- Vihar, Powai	Urban	0.75	12000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Information Technolodgy	36	Higher Secondary Certificate	English	72	71
UG	BSc,Information Technolodgy	36	Higher Secondary Certificate	English	60	17
UG	BCom,Commerce	36	Higher Secondary Certificate	English	50	28
UG	BCom,Commerce	36	Higher Secondary Certificate	English	40	16
UG	BCom,Commerce	36	Higher Secondary Certificate	English	180	149
UG	BCom,Commerce	36	Higher Secondary Certificate	English	60	50
UG	BMS,Management	36	Higher Secondary Certificate	English	144	104
UG	BA,Mass Media	36	Higher Secondary Certificate	English	60	31
PG	MSc,Information Technolodgy	24	Graduation	English	20	8
PG	MCom,Commerce	24	Graduation	English	60	5

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				1				2
Recruited	0	0	0	0	0	1	0	1	2	0	0	2
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				23
Recruited	0	0	0	0	0	0	0	0	11	12	0	23
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				23
Recruited	14	9	0	23
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	4	0	5
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	11	9	0	20
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	4	7	0	11

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	928	13	0	0	941
	Female	474	1	0	0	475
	Others	0	0	0	0	0
PG	Male	9	0	0	0	9
	Female	4	0	0	0	4
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	39	50	59	57
	Female	29	35	31	33
	Others	0	0	0	0
ST	Male	3	3	4	1
	Female	3	5	3	0
	Others	0	0	0	0
OBC	Male	38	39	42	48
	Female	18	21	23	25
	Others	0	0	0	0
General	Male	776	759	841	795
	Female	488	467	456	428
	Others	0	0	0	0
Others	Male	7	8	13	12
	Female	3	3	5	8
	Others	0	0	0	0
Total		1404	1390	1477	1407

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our college affiliated with the University of Mumbai follows a Choice Based Credit System (CBCS). The curriculum prescribed by the University incorporates Multidisciplinary / Interdisciplinary aspects in all programs. To develop all round capabilities of students our college has conducted certificate courses of Interdisciplinary nature, conferences, seminars, and workshops are often conducted to provide diverse, flexible, and innovative teaching-learning. In addition to this students of all programs study about the environment, gender, and professional ethics, skill-based courses are conducted, and research-based projects are given on interdisciplinary and multi-disciplinary areas. As per the guidelines of NEP the college is prepared to enrich its teaching-learning process by incorporating Multi-disciplinary / Interdisciplinary aspects
2. Academic bank of credits (ABC):	New Education Policy (NEP) 2020 seeks to promote flexibility of curriculum and provide academic mobility with appropriate credit transfer mechanism on the principle of multiple entry-exit making students mandatory to have ABC IDs. As per the University of Mumbai, Circular No. DBDEE/ICF/2022-23/14 dated 21st October 2022. Our Institution is prepared to implement ABC. For this purpose, a centralized database in accordance with college data is established. Academic credits earned from various courses will be taken for the purpose to implement ABC, and technical support is created. Faculty has been appointed as Nodal officers, college-wise awareness has been created, orientation sessions conducted and ABC Ids have been generated and information has been sent to the University in Excel format.
3. Skill development:	Our college organizes programs with Add-on courses having various skills like Management skills, Accounting skills, and Communication skills. Our Institution is inclined to skill development in co-curricular activities along with the regular course. We conduct certificate programs having skill components like Tally ERP, GST, Advance Excel, Digital marketing, Beautician training course, Android application development, Python programs, AWS (Amazon Web Services), cloud security, Data based management, etc
4. Appropriate integration of Indian Knowledge	Our institution is promoting local language, and

system (teaching in Indian Language, culture, using online course):	culture by conducting discussions, and seminars dealing with languages like Hindi / Marathi / Sanskrit. In the syllabi implemented topics related to Business ethics, traditional ethics, and human values are taught. The college has signed MOU with Sanskrit Bharti for a certificate program in Sanskrit, a certificate course in Hindi, Marathi Wangmay Mandal is established. MOU with Prajapati Brahmakumari for meditation, MOU with Dev Jyot Pyramid Meditations Center, MOU with Ambika Yog Kutir, Celebration of International Yoga Day, Aashadi Ekadashi, Independence & Republic Day
5. Focus on Outcome based education (OBE):	The syllabus along with the programme and course outcomes are updated on college website and communicated to students. Attainment of COs is measured on the basis of the performance of students. Mapping of the attainment of Cos & POs is done by the college through an evaluation system for each program having formative & summative methods. The college has teaching-learning methods based on Outcome. E-learning resources & software are used to achieve specific outcomes to explore Job opportunities & have more Placements. The Program & courses offered are in accordance with the Vision & Mission of the Institution. The syllabi are approved by Mumbai University & program outcome objectives are attained completely.
6. Distance education/online education:	Online teaching learning was introduced through different platforms like Google Meet, Zoom, and Microsoft Teams. Learning material was sent through Google Classroom and Whatsapp videos. The assessment was taken through Google Forms. Blended form of teaching and learning is still going on. Students have the facility in a library for E-learning. Certificate courses are conducted in Online Mode. Our college is conducting Online Classes / Webinars on various topics through Online Mode. Students are taking an interest in Virtual classrooms. Our college is a study center for IGNOU. Students have enrolled for the Distance Programme of YCMOU for BCA/ MCA

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the Electoral literacy club has been set up in the college in the year 2017. The Election Commission of India aims to strengthen the culture of Electoral participation among young voters. The college envisages that ELC will be a vibrant hub for awareness & participating among future voters. The newly enrolled students are made aware to register through various activities like slogan writing on the campaign etc in collaboration with the District Election Office.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the faculty coordinator and student coordinator are appointed by the college. Asst. Prof. Tushar Shah is the faculty coordinator and Asst. Prof. Ravi Vishwakarma is the Assistant Coordinator. The ELC club is functional and helps students & community to sensitize towards the "Right to Vote". Regular meetings are conducted too.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Various voluntary contribution programs are organized by the college in electoral processes participation in voter registration of students and communities where they come from, assisting district election administration in the conduct of polls, voter awareness campaigns, promotion of ethical voting, and enhancing the participation of the underprivileged sections of society.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The college conducted electoral-related in field of Research projects work, Surveys, awareness Drives, and publications regarding democratic values and the electoral process.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The college conducted an Activity of Oath ceremony for Voter ID creation was done in the year 2020. Also, the Voter ID registration was done in the year 2017. Special Camp was organized in college in 2022, in collaboration with Mahanagar Palika members for the registration process of new voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1407	1477	1390	1404	1481

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 41

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
25	25	25	25	25

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
352.62985	343.13008	517.23797	521.06423	181.08074

File Description	Document
Upload Supporting Document	View Document

17-06-2023 04:39:51

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Chandrabhan Sharma College of Arts, Commerce, and Science is affiliated to the University of Mumbai and follows the curriculum developed by the University.

The teaching-learning process is made effective through a well-planned and documented process starting from the preparation of the academic calendar, teaching plan, and timetable to achieve academic excellence.

In addition to a curriculum-focused approached, the college conducts a variety of extracurricular activities throughout the year on the initiative of its various Clubs/Associations for the overall personality development of students.

Planning

Preparation of Academic Calendar

Teaching Plan

Time Table

Delivery

Curriculam Delivery

Classroom Learning → ← Learning Beyond Classroom

Recording the Attendance

Log Book

Assessment

Conduct of Continous Internal Assessment

Result Analysis

Feedback

Feedback & ATR (Action taken Report) Attainment of PO & CO
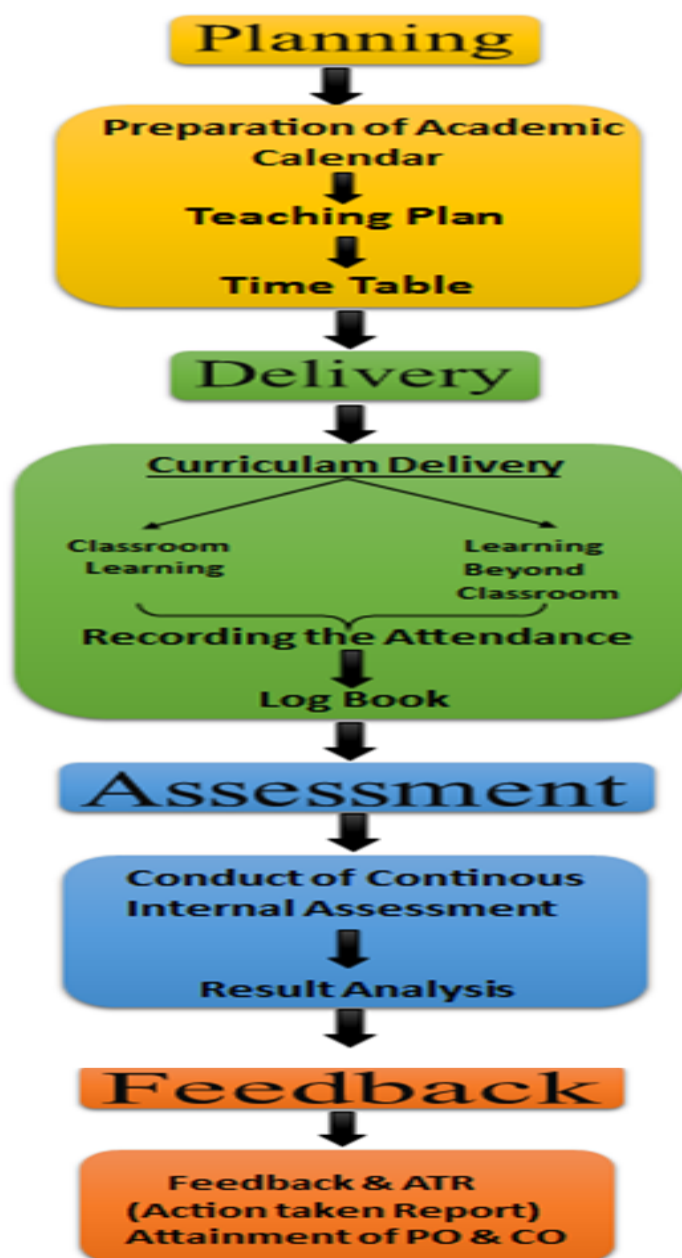
Academic Calendar:- The Academic Calendar is developed in accordance with the University Academic Calendar.IQAC in consultation with the Principal finalizes the Academic Calendar. It includes information regarding, curriculum, co-curricular, extra-curricular activities of Clubs/Associations, Internal and University examination patterns.

Effective Curriculum Planning:-At the beginning of the academic year, each department conducts a departmental meeting to discuss workload distribution based on faculty's expertise. The timetable committee prepares time table of every department and the same is displayed on notice board, uploaded on the ERP system and communicated via WhatsApp official group of students.

Teaching Plan: - The teaching plan is prepared by every faculty to ensure timely completion of the syllabus.

Curriculum Delivery:- The effective implementation of the curriculum is ensured by classroom/online teaching with different pedagogy in teaching such as blended learning, participative learning, experiential

learning, ICT-enabled learning, collaborative learning,integrated learning and enquiry-based learning. Classroom teaching is supplemented by MIE(Meeting Industry Expert), MAE(Meeting Academic Expert), PPT presentation, Recorded Video Lectures, Tutorials, Projects, Group assignments, Case studies, Industry visit, Internship, E-learning, Quiz, Assignments, and participation in curricular and extra-curricular activities. Remedial lectures are conducted for slow learners. To facilitate an excellent academic environment campus is 24 X 7 WIFI enabled, and classrooms are equipped with ICT facilities like Smart boards, Wall mounted projectors, a Public addressing system, a Computer lab, an Electronics lab, a Media lab, a Digital Library.Log book is maintained by each faculty and is being monitored by Head of Department. College encourages faculty's to participate in Orientation, Refresher courses, Faculty Development programs, University syllabus revision workshops etc. to update themselves as per the industry requirements.IQAC collects feedback from various stakeholders which is analyzed and appropriate actions are taken for academic excellence.

Continuous Internal Evaluation (CIE):-

The mechanism of CIE is transparent and flexible. The Examination committee is responsible for conducting Internal and External examinations.

Continuous Internal Evaluation (CIA)				
Internals (25 Marks)		**Practical (50 Marks)**		
1. Bachelor of Management Studies 2. Bachelor of Commerce (Accounting & Finance) 3. Bachelor of Commerce (Banking & Insurance) 4. Bachelor of Commerce (Financial Markets) 5. Bachelor of Arts in Multimedia and Mass Communication		1. Bachelor of Science (Information Technology) 2. Bachelor of Science (Data Science)		
Internals Exam	**Comprehensive test / VIVA**	**Practical**	**Journals**	**Comprehensive test / VIVA**
20 Marks	05 Marks	30 Marks	10 Marks	10 Marks
Semester End Examination (Theory) = 75 Marks				

Continuous Internal Evaluation (CIA)

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 62

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2 *Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

Response: 63.49

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1039	825	817	836	1028

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Cross - cutting:-

- The college lays emphasis on the Holistic development of students to make them responsible citizens by sensitizing them towards social issues and inculcating human values, ethical values, and service orientation.
- The curriculum prescribed by the university is incorporated with courses related to Professional Ethics, Gender, Human values, and Environmental Sustainability with due credits.
- Additionally, the college undertakes a large number of certificate courses, extra curricular activities through its various In-house Clubs and Associations, and extension activities to integrate cross-cutting issues in transacting the curriculum.

Gender:-

- 21 modules in 12 courses in the curriculum covered. 2 certificate courses conducted. MOU signed with (BJS) Bhartiya Jain Sanghatna. Gender Audit is also done annually.
- Around 27 activities were conducted including sessions on Women's Health and Hygiene, a Self-defense Workshop, Breast Cancer and Cervical Cancer Awareness, Smart Girl program, Women's Day celebration, Mission Sahasi etc.

Environment Sustainability:-

- 37 modules in 16 courses. 1 Certificate Course, MOU signed with YEPT (Young Environment Program Trust) and awarded as Best Clean Campus Award. Around 22 activities were conducted.
- Energy, Green, and Environment Audits are also conducted. Nature Trails, Swachh Bharat Abhiyan, Tree Plantation, E-waste Collection and Recycling Drive, Eco-friendly Ganesha workshop etc.

Professional Ethics:-

- The college has a comprehensive program to address professional ethics,with 58 modules in 27 courses across the program. Additionally 18 certificate courses and 14 activities specifically focused on professional ethics show that the college is committed to ensuring that students have a deep understanding of ethical principles and how to apply them in their future careers.

· **Human Values**

- The college lays a strong emphasis on teaching human values, as evidenced by the integration of 43 modules in 19 courses in its program.

- Over the past 5 years, the college has taken a proactive approach by organizing 10 certificate courses and 2 activities that specifically address human values.

Cross Cutting

Professional Ethics

a. Accounting & Financial Management
b. Foundation Course
c. Business Law
d. Direct Tax
e. Indirect Tax
f. Computer System and Application
g. Foundation of Human Skills
h. Copywriting

Gender

a. Business Communication
b. Foundation Course
c. Commerce
d. Advertising
e. Business planning & Entreprenership planning
f. Foundation Course – Contemporary issue - III

Environment Sustainability

a. Enviromental Studies
b. Foundation Course
c. Business Economics
d. Marketing in Human Resource Management
e. Principles of Management
f. Logistics & Supply chain Management
g. Green Computing

Human Value

a. Business Communication
b. Foundation Course
c. Business Economics
d. Advertising
e. Financial Accounting & Auditing
f. Organisational Behaviour
g. Business Ethics & Corporate Governance

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 77.54

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 1091

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 83.47

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2021-22	2020-21	2019-20	2018-19	2017-18
482	510	491	494	492

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
618	630	570	570	570

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

Response: 90.28

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2021-22	2020-21	2019-20	2018-19	2017-18
216	296	269	273	283

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
317	315	283	283	283

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 56.28

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Experiential Learning:

- Practical skills are enriched by conducting practicals in Information Technology (IT) Lab, Electronics lab and the Media lab.

- Language lab to enhance the student's communication skills and brainstorming HOTS (Higher Order Thinking Skills) sessions.

- Field Visits and Industrial visits are conducted to enhance classroom learning by making industry connections.

- E-learning resource softwares are used like Turbo C, Python IDE, Scilab etc. to enhance the quality of teaching.

- E-Audios in the library to enrich students' learning experience.

- Faculties make use of audio visuals aids, charts, departmental wall magazines for learning experience.

- Virtual learning through artificial intelligence, seminars, group activities, projects, videos to enhance academic delivery.

- Global connectivity through Alumni talk during orientation sessions.

- Guest lectures by Industrial Experts/ Academic Experts.

Participative methods:

- Active involvement of students is ensured through seminars, webinars, problem solving activities like group discussion, alumni meet and lectures, quiz, PPT presentations, participative e-learning lectures, poster making competition.

- Newspaper and Magazine Making, Advertising Stationery, Interview - Reporting Training, Mock banking to improve cognitive understanding.

- Research paper presentations by students to enhance critical and analytical skills.

- Students organize and participate in intra-collegiate Talent Hunt competition, intercollegiate fest KHWAISH, IT Fest -TechHeist and Intercollegiate competitions.

Problem solving methodologies:

- Class tests, Open book tests, MCQ tests and Surprise tests are conducted to improve problem solving skills.

- Students gain understanding and experience through research projects.

- Live problem solving, case study, debates, group discussions, brainstorming etc provide a practical experience to the students.

- Guidance for career choices from Alumni through Alumni guest lectures and talks.

- Quiz competitions are conducted by various departments.

ICT tools for effective teaching and learning process:

College has ICT enabled classrooms and labs with LCD projectors installed and campus is enabled with high-speed Wi-Fi connection. Digital Database, around 1,25,000 E-books, 6,000+ E-Journals, E-resources, OPAC (Online Public Access Catalog) is also provided by library.

The ICT tools used to enhance the learning process are:

1. Powerpoint presentations for lecture delivery.

2. Use of ICT to create a database.

3. Use of MS Office for preparing spreadsheets, creating presentations, flyers.

4. Download curriculum resources like videos to enrich students' learning experience.

5. Using interactive whiteboards to make online learning more effective.

6. Online Google forms and Google classroom.

7. YouTube videos and video conferences via Zoom, Google Meet.

8. Recording and posting video lectures in Google classroom for study and revision.

9. Smart class with laptop, projector, smart board and WiFi.

10. Google forms to conduct online examinations, feedback from students and Alumnis.

11. E-learning through videos, and open source software by each department.

DEPARTMENT WISE SOFTWARE USED

B.SC.IT	BMS, BBI, BAF, BFM, BAMMC	B.COM
TURBO C **PYTHON IDE** **JDK 8** **MYSQL** **MS SQL SERVER**	**MICROSOFT OFFICE PACKAGE** **TALLY** **ZOHO BOOKS FOR GST** **SHOPIFY FOR E-COMMERCE**	**MICROSOFT OFFICE PACKAGE** **VISUAL BASIC** **TURBO C** **TALLY**

• ORACLE	• MYSQL	
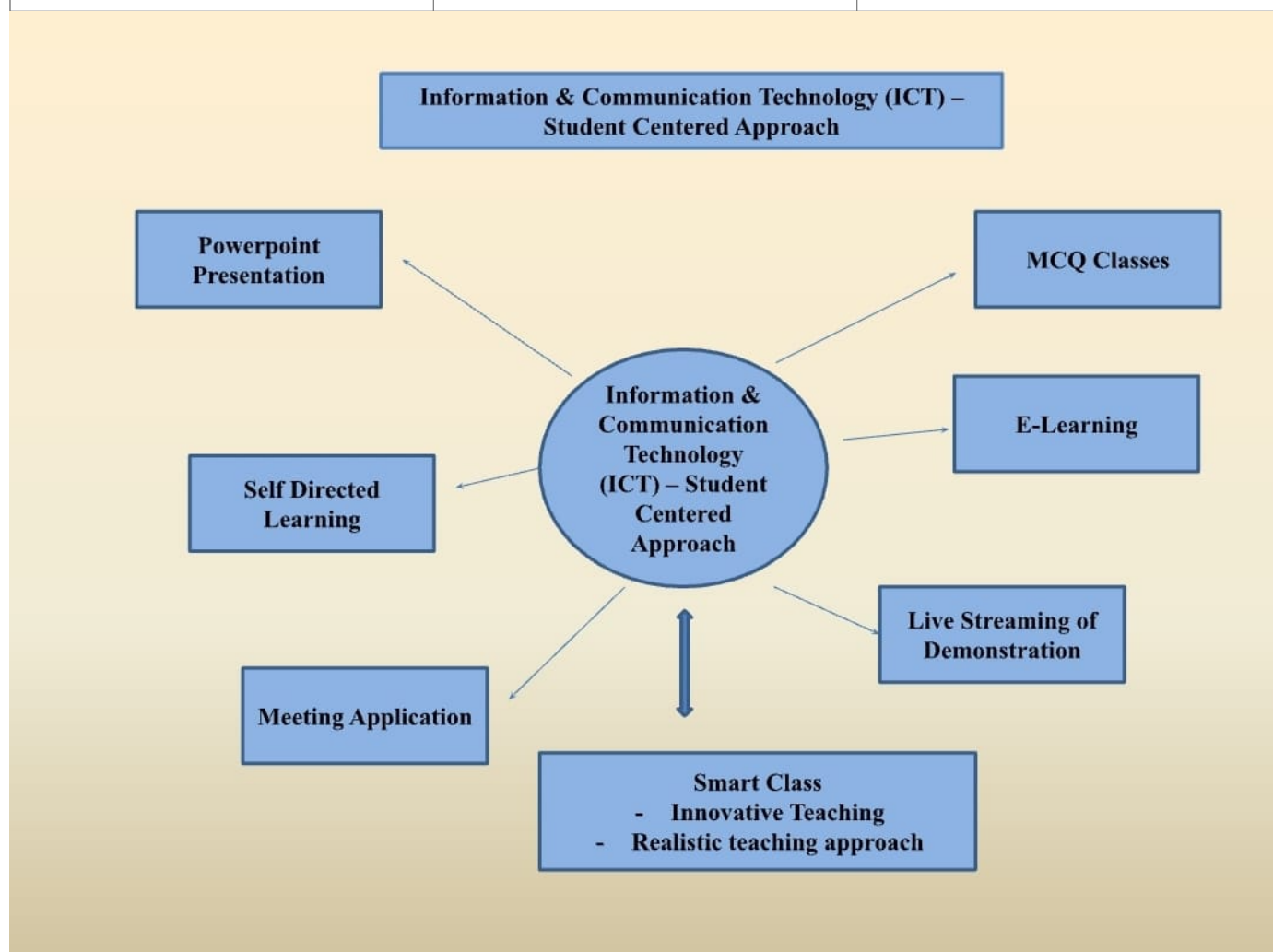
File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
25	25	25	25	25

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2 *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

Response: 39.2

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	9	8	8	11

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Response:

Mechanism of Internal/External Assessment -

- The college follows the directives provided by the University of Mumbai for effective implementation of internal and external assessment processes.

- The Internal/External assessment system of examination is transparent and is communicated to the students and parents through college prospectus, college website and during the orientation and at the beginning of the academic year.

Examination Committee:

The Examination Committee consists of Chairperson, Senior faculty members as Convener and Examination committee members along with non-teaching staff that supports the examination committee in administrative work. Following functions are performed by the committee to maintain transparency:

Internal / External Assessment:

- Internal and External examinations are planned at the beginning of the academic year and conducted as per the schedule given in the Academic Calendar. The syllabus for the internal examination are communicated to the students by the respective faculties.

- Examination timetable is prepared well in advance and seating arrangements are displayed on the college notice board and circulated through whatsapp groups and the college website.

- Notices regarding examination, obtaining question paper manuscript from faculties, ATKT forms scrutiny, Seating Arrangement, Labeling, random selection of question paper set, paper printing, Invigilation chart, external moderation etc. are handled effectively by the committee.

- An additional examination is conducted in case any student is unable to appear for the internal/regular examination due to medical reasons.

- Online assessments were conducted through Google proctoring forms (form presenter) to ensure effective evaluation.

- College provides a separate seating arrangement for learners with learning disability along with the writer and extra time as per University norms.

- Any unfair means adopted by the students are documented and reported to the UMIC committee.

- Results are analyzed and feedback is provided to poor performers as well as their parents for which a parent teacher meeting is conducted.

Transparency:

- The college follows all the guidelines prescribed by the University of Mumbai for Unfair Means

during examination or any other grievances.

- The Examination Committee looks into the grievances arising during the examination.

- The Unfair Means Committee takes care of the grievances of learners' unfair practices during the examination.

- Revaluation results are displayed on the notice board.

Grievance Redressal System is Time bound:

- The grievance redressal system is time-bound and efficient.

- Revaluation notice is issued within 7 days after the declaration of the results.

- Submission of revaluation form along with the fees within 7 working days after which the results are declared within 45 working days.

- In case of any technical issues during online examinations faced by the student or any query, the students mail the grievance redressal committee or send a screenshot of the error on cbsexamdept@cscollege.co.in. The queries are handled by the grievance committee within 2 working days.

- Strict instructions are given to students with regards to ordinance 5050. Before the commencement of every examination, the UMIC notice is read out in every classroom to ensure code of conduct during examination.

MECHANISM OF INTERNAL/EXTERNAL ASSESSMENT

Transparency	Time Bound	Efficient
• Students are well informed about the assessment system at the beginning of the academic year. • After the result declaration, the students can request for revaluation.	• Assessment and result declaration within 45 working days. • Result distribution and PTA conducted for students and parents. • Grievance redressal is time bound.	• Examination system is well structured and efficient. • Efficient redressal system through UMIC.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 *Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

Response:

Programme Outcomes are the final result of studying a specific programme which will exhibit on the learner. This is different for each programme offered by the University of Mumbai. **Course Outcome** is the final result achieved by a student by learning a particular course. The Program Outcome (PO) and Course Outcome (CO) have been formulated by each department for their respective disciplines. The faculty members have attended workshops to gain conceptual clarity on POs and COs .

There is a transparent mechanism for communicating POs and COs to learners and faculties in the college. The outcomes are incorporated in the syllabus of every program and are displayed on the college website. This enables the learners to select a specific programme by studying the details of the program.

The COs expressed clearly describe the basic and advanced knowledge content of the subject, the skill sets that can be acquired in practicing the knowledge gained in the program. The COs also cover the overall competencies that students are expected to attain after completing the entire program. The syllabus along with the Course Outcome is available in the respective departments for ready reference for the faculties and learners. The information and details about POs and COs are disseminated during the orientation programmes organized for first year students, parents teachers meeting, college website and college notice board. They are made aware of the POs and COs of their respective programs. During the orientation, parents are also made to understand the expected outcomes of the programmes chosen by their ward. The respective faculties of each department interacts with the students and explains in detail the importance of each programme, course and its outcome. They also discuss the career prospects available to the students in their respective programmes.

The CO-PO attainment is one of the important tools used for continuous improvement of academic performance through appropriate pedagogy. In order to assess the students' performance, the course outcome attainment is measured. The program outcome attainment measurement is based on the course outcome attainment. The course-program outcome mapping is also undertaken by the college. The students' opinion about the effective academic delivery of the course and meeting the course outcome is collected as feedback at the end of each year and reviewed through an online questionnaire.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 *Attainment of POs and COs are evaluated.* **Explain with evidence in a maximum of 500 words**

Response:

The Course Outcome (CO) Attainment and Programme Outcome (PO) is assessed in order to track the learners' performance. A continuous improvement in learners' abilities can be ensured through CO-PO Attainment.

Course Outcome Attainment is evaluated by the following:

Tests: To determine knowledge, ability, competence, problem solving ability, and analytical ability.

Practicals: This induces the spirit of scientific enquiry within the learners and provides a direct evaluation of the practical skills and knowledge acquired.

Assignments: To assess the ability of the students to learn and collect information on a specific topic, improve writing skills, practical understanding of the concept, etc.

Projects: To assess the ability of the students to apply their knowledge to real-life situations, planning and execution of experiments, data presentation, analysis of results, and ability to complete the work in a given time frame.

Viva Voce: To assess the ability to comprehend, recall and communicate the contents learnt.

Semester End Examinations: The overall performance of the student in each course is quantified by the grades scored in the final examination.

Course Outcome attainment levels are set for all courses and based on internal and semester end term examination assessment. The CO Attainment is 75% (end term examination) + 25% (internal examination) for all learners. CO attainment is defined at four target levels:

Level 1: 40% - 50%

Level 2: 51% - 60%

Level 3: 61% - 70%

Level 4: >70%

PO attainment is calculated using direct and indirect methods. Direct method indicates course outcomes attainment contributing to respective program outcomes. Indirect method is the stakeholders' feedback of the concerned programme. PO attainment is defined at four levels, based on the average attainment level of corresponding courses and the feedback.

PO Attainment= 80% (Average attainment level by direct method) + 20% (Average attainment level by indirect method)

PO levels:

Level 1 : Greater than 0 less than 1= Average

Level 2: Greater than 1 less than 2= Good

Level 3: Greater than 2 less than 3= Very Good

Level 4: More than 3 = Excellent

For instance, if the PO attainment target level is set to Level 3, it means that the department is aiming to achieve at least Level 3 in their graduates' abilities. Academic Audits also evaluate the curriculum at regular intervals to assess the strength and weakness of the course content and relevance of learning outcomes. The profile of the Alumni of the college over the past years is also a measure of the high levels of attainment of the learning outcomes offered by the College.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 87.73

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
432	459	450	337	359

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
441	464	453	446	518

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 2.53

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.25	1.13	0.40	0	0.75

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institute has created an ecosystem for innovation and transfer of knowledge through the activities of various committees/cells and departments.

To promote creativity and innovation among students and faculty members the , The IQAC has established EDC and Incubation center, IPR cell, Research cell (Sansodh).

As envisaged by NEP 2020, the College upholds Indian knowledge system (IKS) and is committed to promote, present and spread awareness about cultural, linguistic, scientific heritage of India through collaboration and activities. We seek to inculcate sense of pride in our unique legacy and heritage. Institution has signed 11 Memorandums of Understandings and offers 10 Certificate programs.

- **Entrepreneurship Development Cell and Incubation Center**

EDC and Incubation Center has conducted 22 activities & 2 MOU'S. The EDC has successfully given

chance to the students to develop their entrepreneurial skills. The cell organizes workshops, training, and guest lectures to promote entrepreneurship such as

- Seminar on How to Develop Entrepreneurial Skills

- Webinar on Student Entrepreneurship and Income Generation Idea, etc.

Intellectual Property Rights Cell

- The IPR cell has organized 13 workshops/seminars on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices such as :

- Basic in Intellectual Property Law

- Inter Collegiate National Level Webinar on 'Fundamentals of IPR etc

- **Research Cell**

- The Research Cell has organized 4 International Conference, 3 workshops and 6 Events/FDP , such as 7th International Multidisciplinary E-Conference on "Sustainable Development: Environmental, Economic and Socio-Cultural Issues & Challenges

- Webinar on How To Write Good Quality Research Paper, etc.

- **Library and ICT**

Since 2017, the library has been operating on a fully automated system, which enables it to efficiently manage various tasks such as procuring books and journals, cataloging, circulation, serial control, newspaper management, visitor management and providing access to resources through a web-based Online Public Access Catalog.

- **INNOVATION ECOSYSTEM FOR STUDENTS**

- **Student Projects**

To foster research and innovation among students they are encouraged to identify challenges in their fields of study and devising innovative solutions.

- **Field Visit / NSS Camp**

College conducts Industrial visits for students which provides an opportunity to observe, learn, and

interact with professionals in their respective fields. College also organizes a yearly NSS (National Service Scheme) camp for developing the personality and leadership qualities of young students.

- **Skill development courses**

The college has conducted a communication skill course with Times of India, beautician course in association with Rotary club, Graphics designing, Tally with Raj Computers.

- **Student publication in Newspaper & Magazines**

With great enthusiasm, students prepare wall magazines to showcase their creativity also express their literary work through Departmental magazines such as EMAC Chronicles, BBI Times and in "Powai Planet" newspaper.

- **Students - Award for " Best Innovation"**

The "Best Innovation" award is given to exceptional students.

- **Certificate Programs**

Certificate programs is a valuable investment for students looking to enhance their knowledge and skills, improve their job prospects, and advance their career. College had offered certificate courses like Certificate program in Dot Net Full Stack, Certificate program like Advanced exel, Certificate Program in Java Web Programming etc.
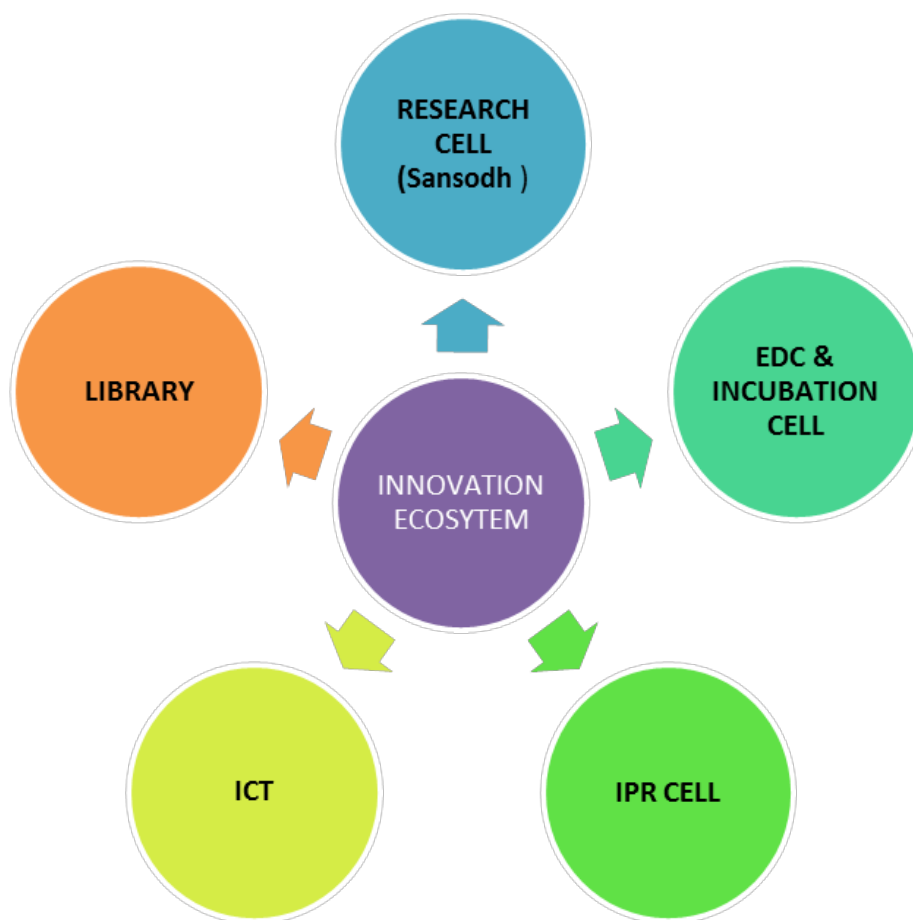
File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 48

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	10	10	6	8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.73

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	16	1	2	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.07

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
16	19	18	9	23

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Extension activities are carried out in the neighborhood community with the intention to inculcate a sense of involvement in nation-building activities. The students are motivated to lend their hands in different social activities. The key aspects of the program conducted include

1. Health-Related Activities

- Health Checkup camp

- Blood donation drive

- Vaccination Drive

- Awareness rallies regarding- AIDS

- Awareness of Organ donation

2. Environment Conservation Activities

- Cleanliness Drive at Kanjurmarg Railway Station

- Tree Plantation and Preservation

- Rally for Save River

- Beach Cleaning Activity

3. Other neighborhood community Activities

- Citizen awareness program by Mumbai Police

- Voter Id awareness drives

- Crowd management during Ganpati Immersion

- Rallies on beti bachao beti padhao .

- The "Joy of Giving" activity where food packets were distributed to underprivileged sections of society.

- Students donated Notebooks, Drawing books,Pens, Pencils, etc. to school students. Students stay in a rural environment for a period of seven days. It inculcates leadership qualities among students.Extension activities are carried out for sensitizing students to social issues . During the residential camp, they visit the surrounding padas, conduct socio-economic surveys and also undertake activities to improve the health of people and improve conditions in the surrounding environment. They also present street plays to address social issues such as saving girl children, adult literacy and abolition of superstitions.

For the holistic development of the students extension activities are carried out such as, Self-defense workshop for girl students, program on awareness about sexual harassment law, digital literacy for the lower strata of society to understand the government policy of digitization of the economy. The students were oriented with the digital payment application using UPI and they in turn passed on this knowledge to daily wage earners such as, auto rickshaw drivers and local street vendors. They also helped people in linking their Aadhar cards to their Bank Accounts and opening a zero balance account using the mobile application. Azadi Ka Amrit Mahotsav, Fit India   Movement, International Yoga Day these activities have a positive impact on the students and it helps to developes student - community relationships, leadership skills, and self-confidence of students. It also helps in enhancing the hidden talent of students and creating awareness among them.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

SR. NO	YEAR	EVENT NAME
1	2021-22	Certificate of Appreciation from Seth G.S Medical College & K.E.M Hospital
2	2021-22	Appreciation Letter from Mumbai Pyramid Spiritual Society
3	2020-21	Letter of Appreciation from Suman Mahila Vikas Mandal for Contribution During C
4	2020-21	Letter of Appreciation to Principal from Mumbai Police on Occasion of Internatio Contribution in Covid-19 Pandemic
5	2019-20	Thanks letter from Director of DLLE for organizing Udaan Festival
6	2019-20	Letter of Appreciation by Tata Memorial Hospital for Donating Blood
7	2019-20	Letter of Appreciation from Bharat Vikas Parishad regarding 7th Swami Vivekanan
8	2018-19	Award from The International Association of Lions Clubs for Organizing Blood Dor
9	2018-19	Certificate of Appreciation from Jaslok Hospital
10	2018-19	Certificate of Appreciation received by student for Completing the Walk for Freedo
11	2018-19	Thanks letter from Director of DLLE for organizing Udaan Festival
12	2018-19	Appreciation for Youth Employability Program
13	2017-18	Letter of Appreciation from B.M.C regarding Voter Awareness Campaign
14	2017-18	Appreciation Award for Conducting Sensitization Program on Prevention of Drug A
15	2017-18	Memento of Appreciation Inter- Collegiate Youth Festival

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3 *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

Response: 206

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
48	33	48	42	35

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document	

3.5 Collaboration

3.5.1 *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years*.

Response: 250

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document	

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The College is located in Mumbai Metropolis and covers an area of 6470.20 sq. mts.

1. **Infrastructure Facilities for Teaching and Learning**

- 29 classrooms 27 are ICT enabled. All classrooms have Wi-Fi.

- 03 air conditioned computer labs with 131 LAN connected desktop computers and lab-03 has smartboards and 01 electronic lab.

- 17 Laptops are available for teachers

Academic Support Facility

- Air-conditioned auditorium with seating capacity of 300 Mini Auditorium, conference room and Seminar hall with modern amenities like projectors, Wi-Fi, audio visual system.

- Air-conditioned and IT enabled Library has reading space for students and teachers. The library has books pertaining to syllabus and extra reference material and subscription of N-LIST.

- Room for Department of Life Long Learning and Extension, Women's Development Cell, Placement & Career Guidance Cell, National Service Scheme, Cultural Room/ Students Council Room, Gymkhana, Health and Counseling Center and Research Cell.

Administrative Support

- Office facilitates operations, provides service to students & faculties.

- For secure evaluation process, college has two examination rooms and one CAP center.

- Separate cabins for Trustee, Principal, and Registrar to provide strategic direction and oversee operations

2. ICT Facilities

- Total 180 computers and 02 servers, 17 Dell Laptops, 02 LCD TV, 22 Wi-Fi routers.

- The college has a smartboard cum computer that creates an interactive and engaging learning environment.

- For Learning Management System, faculties utilize Google Classroom and Mastersoft ERPs ITLE modules.

- Campus is technology-enabled with 300Mbps, 24/7 Wi-Fi and internet connectivity.

3. Facilities for Cultural,Sports, Games (indoor and outdoor) & Gymnasium

- There is an air-conditioned auditorium with a seating capacity of 300, 01 Mini Auditorium along with necessary equipments. Additionally, there is a Rehearsal Hall, Cultural Room, and an open space on the 5th floor and ground floor is used for practice and other work.

- The college Sports Committee actively promotes participation in various games. Regular practice sessions are conducted.

- The college has a well-equipped Gymnasium /Gymkhana for indoor games such as table tennis, carom, chess and pool table and there are 03 turfs available for outdoor games & 01 swimming pool.

4. Yoga Center in collaboration with 'Shri Ambika Yog Kutir' for conducting yoga sessions for society free of cost.

5. Infrastructure use for Society Welfare

- Campus has been made available for hosting University of Mumbai Inter-Collegiate Cultural Youth Festival.

- Auditorium has been made available to Hare Krishna Movement for hosting programs, yoga center for community every Sunday for yoga sessions.

6. Facility for differently abled students

The college offers facilities to support students with disabilities, including ramps, wheelchairs, elevator buttons with braille numbers, washrooms and dedicated computer with screen reader software and Braille books.

7. Additional facilities to support infrastructure of college

Staff room, IQAC Room, Departmental cabin, Boys Common Room, Girls Common Room, Drinking Water with UV Water Purifier, Room for supportive staff, ID- Card Printing Machine, UPS, First Aid box, Lifts, Sanitary Vending Machine in ladies washroom and girls common room, Wall Magazines, Notice Boards, Bore well, Canteen, Fire Hydrant System, Store Room,Parking space for Staff & students,Microwave Oven & Refrigerator.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

Response: 34.75

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
151.1213	28.77824	184.36965	130.82831	170.48063

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 *Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

Response:

Response:

- The library is the resource hub for knowledge and has a huge collection of books, journals, magazines, and e-resources. It is situated on the 4th floor of the College covering an area of 2200.93 sq. ft. The Library is fully automated with the Integrated Library Management System (ILMS). It has an Online Public Access System (OPAC) and is Wi-Fi enabled.

- Initially e-Granthalaya was used as the ILMS. This was upgraded with LIBMAN Cloud-Based ILMS in 2022. LIBMAN is a highly integrated, user-friendly, and compatible system for the complete computerization of all the in-house operations of the Library.

- The important features of LIBMAN include cataloging facility, customizable search, online circulation and barcode printing, automatic check-in/out, newspaper modules, various reports, a smartphone app for book search M-OPAC, etc.

- Through this ILMS the library has been automated with all its functions like issuing/returning and renewal of books, regular updation of books purchased by the library, maintaining the database of books in the catalog module, transferring students' data from ERP to a library, generating spine label and barcode, stock verification, maintaining journals records, maintaining newspaper, Generate various kind of reports, M-OPAC app displays consolidated library data at a glance and many more can do.

- For the e-resource Library has a membership of N-LIST, a college component of the e-ShodhSindhu consortium. Using N-LIST our users can access 7,99,500+ e-books and 6000 e-journals remotely using login id and password. In addition, the library provides lots of open access e-resources links on the library website and displays this information on the e-library section and notice board area.

- The library has spent 10,49,831 rupees on the purchase of books, e-books, journals, e-journals, and other library materials.

- The library has a separate website and it is linked to the college website with all the library details along with e-resources provided on the same.

- Average 86 users have been using the library per day over the past year.

- The DSpace open-source software is installed in the library. It is more supportable to academics and for building digital repositories. Users can access digital repositories on intranet.

- Visually challenged persons can access the computers using Non-Visual Desktop Access (NVDA) open-source software installed in the library.

- 10 computers are available for students in the digital-library section with 300 MBPS internet and WIFI facilities. These computers are used to access various e-resources like the N-LIST, NDL and other open-access resources.

- Along with the books, library maintains Question Papers of all the streams for reference, academic and College-related Newspaper clippings, University Syllabus, College Conference Proceedings, College Magazines, etc.

- The library organizes various events to inculcate reading habits among the students and announces Best Library User award on Annual day.

SERVICES PROVIDED BY THE LIBRARY

- Computerized Issue/ Return, Renewal Service

- Reference Service

- New arrival Display.

- Book Bank Service

- Interlibrary Loan

- Institutional Repository

- Newspaper Clipping Service

- Open Access Resources through the library website

- Remote access to e-resources

- Internet/Wi-Fi facility

- CCTV surveillance for security reinforcement

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Response:

Purchased in year 2021-22

- 17 Dell laptops, 6 web cameras and 2 headphones with mic.

- 32 Computers assembled with intel i5 processor, 1TB hard disk, 250gb SSD and 16gb RAM.

- 20 Wall-mounted projector,15 projector Screen, 13 wifi routers.

- Renewed Zoom Video Conferencing Software for lecture, webinar and conference Proctoring software for monitoring online examination.

- Mastersoft ERP Software, which has Admission, Attendance, Examination, HR(Biometric, Payslip, leave), Library, ITLE and Feedback Modules for smooth and cloud based functioning

- Hardware(LCD, Wireless mouse, CP plus adapter) for camera system

Purchased in the year 2020-21

- ADME Software Package from INFICARE SOLUTIONS, which enables the smooth functioning of the admission process, Online Admission, Web Space to store admission data on cloud and bulk SMS facility.

- Zoom Video Conferencing Software, a G-Suite Learning management system, which include Google Classroom, google meet and creating domain mail ids.

- 2 Web cameras and 6 routers

Purchased in the Year 2019-20

- 20 Lenovo Desktop PC, 20 4GB DDR4 AM, 1TB 4 hardisk, 10 Keyboard, 10 Mouse, 2 SMPS and

1 HDMI to VGA Connector.

- 15 sets of components of IOT.

Purchased in the Year 2018-19

- 8 GB DDR4 2 RAM, 8 GB DDR3 5 RAM, 4 GB DDR3 24 RAM, 2 Intel i7 processor, 2 motherboard, 1TB 2 hardisk

- 15 sets of components of IOT

- 1 canon scanner, 1 printer head for ID card printing

- 1 SVX wireless microphone system

- 3 IR dome cameras are purchased for the exam room.

Purchased in the Year 2017-18

- 25 computers assembled with intel i5 4th GEN processor, 1TB hard disk, 4gb RAM and other computer accessories.

- 1 dell server, 2 desktop, 2 projector Screen, 5 routers, 2 HP printers, 50 antivirus, 1 scanner.

- Tally ERP 9, Adobe CCT& Microsoft academic software.

AMC of ADME and EI admission software, Printer machine, Xerox machine, Web Hosting, domain and SSL certificate for domain of college website is renewed every year.

Microsoft Windows 10 pro 25 OEM and tally license.

College has currently 300 MBPS speed internet bandwidth connections.

Three air-conditioned computer labs with 131 computers and 02 dedicated servers for the smooth functioning of computer labs. Open source as well as licensed software is used for conducting practicals. NPAV Security antivirus software used for internet security.

Staffroom is equipped with Computers, Printers, LAN and Wi-Fi connectivity. Faculty and Students can avail the Wi-Fi facilities.

Language lab to enhance communication skills of students.

Software 'Tracmark' is installed in a computer lab provided by the University for OSM purposes. University paper assessments are online.

Two Technical personnel ensures that the IT infrastructure is always in operational condition.

The college has active social media platforms like Facebook and Instagram to share activities of college.

Sufficient Bandwidth for Internet Connection

Academic Year	Bandwidth (user id-cbscollege)	Bandwidth (user id-cbsoffice)	Bandwidth (user id-cbsexam)
2021-2022	**100 Mbps**	**100 Mbps**	**100 Mbps**
2020-2021	**100 Mbps**	**100 Mbps**	**100 Mbps**
2019-2020	**100 Mbps**	**100 Mbps**	**100 Mbps**
2018-2019	**15 Mbps**	**25 Mbps**	**15 Mbps**
2017-2018	**15 Mbps**	**25 Mbps**	**15 Mbps**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 10.27

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 137

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

Response: 63.75

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic**

support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
293.09263	292.00510	297.88430	273.24475	64.75487

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 *Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

Response: 3.77

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
38	47	60	54	71

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2 *Following capacity development and skills enhancement activities are organised for improving students' capability*

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 62.52

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
747	902	1114	1132	581

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 *The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*

    1.**Implementation of guidelines of statutory/regulatory bodies**
    2.**Organisation wide awareness and undertakings on policies with zero tolerance**
    3.**Mechanisms for submission of online/offline students' grievances**
    4.**Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 55.61

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
270	200	268	201	186

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
432	459	431	335	366

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2 *Percentage of students qualifying in state/national/ international level examinations during the last five years*

Response: 9.02

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2021-22	2020-21	2019-20	2018-19	2017-18
34	9	20	12	6

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 last five years

Response: 38

5.3.1.1 *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 wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
13	0	13	8	4

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 33.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
37	29	33	34	35

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The Alumni Association is registered under The Societies Registration Act 1860. The Registration Number is : Greater Mu/0000557/20223 .

The association meets once in a year to discuss how the association can extend their cooperation and contribution for the growth and success of the present student community and how to facilitate the present challenging scenario of the job market successfully.

Financial Contribution:

Financial contribution from Alumni is Total Rs. 61,700/-

Alumni Talk and Alumni as Resource Person:

The Institution has a policy to engage the Alumni actively in organizing programs and placement activities. The Alumni Talk is an innovative idea allowing the Alumni to interact with the students to share their experiences and provide inputs on career guidance and placement. The prominent Alumni are invited as resource persons by the departments.

Other Contribution:

- They make an effective participation in the Internal Quality Assurance Cell. Their views/feedbacks are considered for improvising the overall quality of the Institution.

- Alumni play many valuable roles such as helping to build and grow an Institution's brand through word-of-mouth .

- Alumni provide mentoring, internships, and career opportunities to students.

- Many career guidance programmes were organized by the department where the Alumni sensitize the students on preparing for interviews and deciding their career trajectory.

- Alumni who have cleared Competitive examinations are invited to give motivational lectures to inspire and instill confidence among the students.

- Alumni who are entrepreneurs make an effective participation in Entrepreneurship Cell of the Institution and inculcate the entrepreneurial skills of the young budding entrepreneurs of the college. Seminars and guest lectures are arranged and Alumni entrepreneurs are invited to instill awareness.

Our Alumni renders the best driving force to the Institution.They are our most loyal supporters and our best ambassadors, offering invaluable promotion across their personal and professional networks.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

- The institutional Governance and leadership are in accordance with the vision and mission of the Institution.

- Management is decentralized at various levels and have active participation of different stakeholders.

- Institution prospective plan is prepared in line with the Vision and Mission of the institute.

- Institutional practices depicting coordination of Governance & Leadership with Vision & Mission of the institution

NEP:

As per the vision of academic excellence the college is fully prepared to implement (NEP 2020) from the academic year 2023-24 as per the directions of affiliating University. Preparatory measures like awareness, creation of ABC ID's, Indian knowledge system, Outcome based education, Multidisciplinary approach & Hybrid mode of teaching are all implemented

Sustained Institutional Growth

- As per the vision of the college leadership, the institution has consistently recorded growth in all areas since the first cycle of accreditation in the year 2017.

- There is an increase in the number of programs offered, No. of PhD faculty, PhD guides, ICT enabled teaching, ERP based functioning, Certificate Program, Online and Distance mode of learning, Expansion of library and Book bank facility.

Decentralization and Participation

- The governance and management of college at all levels is decentralized and inclusive.

- The Principle has adequate autonomy to carry out day to day academic administration

- HOD's take care of all processes in academics and its implementation.

- Teaching and non-teaching staff participate in decision making bodies like CDC, IQAC and other committees.

- College regularly conducts staff meetings where suggestions of all teachers are invited to arrive at any decision.

- Feedback from teachers are taken and analysed and collective measures are taken.

- Regular meetings are conducted with various stakeholders like parents, students, alumni etc.

- Faculty of each department mentor a group of the students.

- The college has more than 40 committees of teachers and students.

- Student Council has representative from all the classes.

- NSS/DLLE/Cultural committee and Departmental clubs and associations are managed by student office bearer .

- Autonomy is given to the department for budget preparation, organizing conference, seminar, workshop and career guidance etc.

Faculty & Students Participation in Institutional Governance
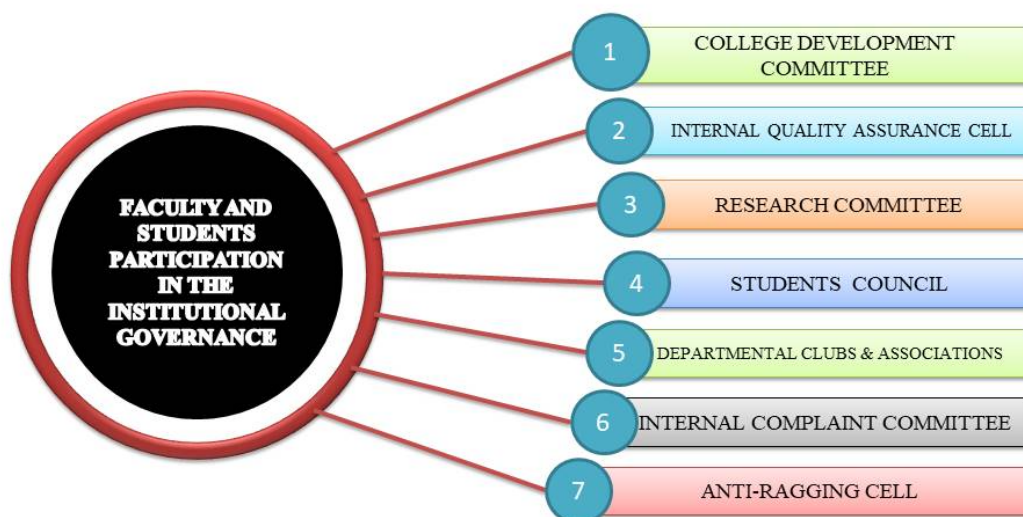
Short and long term institutional plan:

Keeping in view the Vision and Mission of the Institution, short term and long term institutional plans are prepared by IQAC every year and deployment is ensured.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

Response:

- **Administrative Setup**

 Governing Body Smt. Durgadevi Sharma Charitable Trust is the apex body for academic, administrative and financial decisions. Regular meetings are called by trust regarding college activities and progress along with the Principal.

GHP Education Wing is an advisory body to Smt. Durgadevi Sharma Charitable Trust. It has expert members from different fields like Academicians, Chartered Accountants & Lawyers

- Principal is the head of the institution and is entrusted with responsibility of managing day-to-day affairs of the college. Head of Departments & Registrar assists Principal for the proper execution of duties.

- **College Development committee:** As per Maharashtra Universities Act, is planning and recommendatory body having representation of management, Principal, teachers, students, alumni and external experts. CDC takes suggestions from IQAC and different experts for overall growth and development of college

- The IQAC is a significant administrative body responsible for all quality matters of the college. It prepares Academic Calendar, undertakes quality initiatives & conducts regular meeting for implementation of Quality enhancement measures.

- The Heads of Department lead, manage and coordinate the departmental activities in tune with the institution policies.

- Teachers are responsible to monitor& coordinate class-level activities , along with the normal

curriculum delivery and also take part in mentoring and in the coordination of various cells, clubs and associations.

- Registrar coordinates duties of administrative staff and plans day-to-day administrative responsibilities of different sections. Under his guidance office staff looks into admissions, eligibility, enrollment, examination and other student support systems.

- Different committees with the representation of teachers and students function effectively for execution of policy decisions and ensuring discipline. The college has committees like Examination, Attendance, ICC, Anti- ragging, Grievance cell, Unfair means committee, Time table

- Parent Teacher Association of Chandrabhan Sharma College is intended to promote cordial relationship between parents and college.

- Clubs & Associations are constituted to bring all round development in a student's personality. An elected Students council executes extracurricular activities.

Office Administration

- Office Registrar is the executive head of the office. Head accountant, Senior Clerks, Clerks, Technical Assistant, Computer Assistant, Office Attendants and Supporting staff are discharging various administrative duties of the college.

- The institution operates by strictly adhering to the various rules and regulations laid down by the UGC and   University of Mumbai . Appointments of teaching and non- teaching staff are made by following the UGC regulation and University of Mumbai statutes.

- Promotion is given to the teachers by following college level Performance Appraisal System & also evaluating respective API scores prescribed under Career Advancement Scheme (CAS) by the UGC.

- Finance and Accounts are maintained as per Standard Accounting and Auditing Practices, Income Act and Rules & applicable laws

Finance Administration

- The Managing Trustee of the college has the responsibility to assess, plan, implement and supervise the fund raising activities of the college.

General

- Strategic plan and Deployment: The Strategic plan for five years is prepared by an IQAC.Various bodies prepare their own action plans in tune with strategic plan.

- The college has well-formulated policies on HR, Examinations, Scholarships, Financial Assistance,

Information Technology

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 *Institution implements e-governance in its operations*

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

- **Institutional Welfare Measures**

- **Financial**

- Financial support by way of Personal loans, Laptop loans

- Financial support for attending conferences, workshops

- Fees concessions to wards of employees in management run schools / colleges

- Annual Increments

- Seed money

- Casual leave encashment

- Provision of higher salaries to faculty's qualifying NET/SET / PhD

CASUAL LEAVE		STAFF PICNIC
MATERNITY LEAVE		SPORTS TOURNAMENTS
TEACHERS DAY CELEBRATION	GENERAL WELFARE MEASURES	OUTBOUND TRAINING
FACULTY DEVELOPMENT PROGRAMME		EYE CHECKUP CAMP
COVID ANTIGEN TEST		YOGA

- **Health**

- Free medical check-up and counseling

- Access to Yoga Centre, Gymnasium and Sports ground

- Free mask, sanitizer and gloves during Covid-19

- Thermal screening to prohibit entry of infectious individuals

- Health awareness programmes

- Medical Centre with nursing facility

- In-house counseling

Job Enrichment

- Free Capacity enhancement and Orientation programmes

- Casual leave, Medical leave, Duty leave for Regular staff

- Statutory Measures

- Provident Fund

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- Group Insurance Scheme(GIS).

- Maternity Leaves

- Covid special casual leave

- **General**

- CCTV camera surveillance and a security officer for the safety of staff and their belongings, automated bell, water-motor, attendance administration and internal mark generation to reduce workload

- Refrigerator, oven, water-purifier and gas-stove

- Preferential admission to children of staff in the management quota

- Specific corner in the library and parking space

- Jobs on compassionate grounds

- Free Wi-Fi facility on campus

- WhatsApp groups and G-Suite access for correspondence

- Staff Grievance Cell

- Uniform to sub staff

- Encouragement for carring out Minor Reserach Project (MRP) and PhD Degree

- **Performance Appraisal System**

- Teachers Performance Record is assessed annually by the IQAC.

- Performance of Teachers as Tutor,Mentor and Staff-Guide are assessed by the concerned HoD and communicated with the Principal.

- Performance of Non-teaching staff is assessed by the Office-Superintend and reported to the Principal

- The performance of HoDs, Office-Supervisors, Coordinators of various Forums, and IQAC is assessed by the Principal, who communicates with the Management.

- Staff self-appraisal is carried out through a well-structured staff self-appraisal form, which is to be filled and submitted by each faculty at the end of every academic year

- **Self-Appraisal is based on following Metrix :**

- Teaching learning & evaluation activities
- Examination duty record
- Innovative teaching methods adopted
- Contribution in co-curricular activities
- Research, Publications & Academic contributions
- Awards, memberships of professional bodies

- **Avenues for Career Development & Progression**

- Yearly increment and promotions based on Self-Appraisal & Seniority

- Facility for Orientation / Refresher / Short term

- CAS (Career Advancement Scheme) as per UGC Guidelines

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 66.4

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
17	15	17	14	20

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3 *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

Response: 100

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
49	47	46	45	45

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
24	22	21	20	20

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File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Response -

Mobilization of funds

Since the college is unaided, the main source of revenue is fees from students.

The other sources of revenue include:

- Interest from Fixed deposits

- Grants received from the University of Mumbai for doing Minor Research projects by teachers

- Delegation fee and Registration fee received from Research Scholars to participate in National / International Conferences

- By letting on rent the stalls during the college festival

- Sponsorship is raised for conducting the college festival

- Rent by letting college Hall for activities

Optimal utilization of resources and funds

- The Institution is unaided (Self Financing). It is financially independent & manages the finances effectively

- Funds generated through fees collected from students are used to disburse salary to staff and finance other academic activities

- Fees are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transactions through the bank

Internal and External Audit

- Qualified statutory and Internal auditors are appointed to examine and audit the books of accounts of our institution

- The main objective of the internal financial audit is to examine the books of accounts and toprovide valuable suggestions for the improvement of the overall financial setup of the College

- It also acts as a mechanism for detection and prevention of frauds

- Internal Auditors verify the quotations and cost comparisons and ensure justification for placing or giving orders for procurement or construction

- Internal auditor also examines the indents, approvals and payment vouchers on a regular basis

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Strategy	Process Initiated	Outcome	
Experiential Learning	• Field work and Internships through industrial	• Students benefited	

	linkage • Mandatory projects for final year students • Hands on training in recent technologies	
Structured Feedback	• Feedback obtained, Analyzed • Curriculum(OBE) • Ambience • Quality of teaching • Annual Satisfaction Survey	• Value Added courses offered • Students and Teachers were sa
Learning Outcome to be Evaluated	• POs & COs are discussed • FDPs organized	• COs measured • Mapping and attainments of PO completed • Improvement in placements
Integration of ICT in Teaching Learning Evaluation (TLE)	• Hands on Training on ICT tools • Peer Demonstration of ICT tools • Official email ID for Teachers	• Short Educational Videos • Use of Google classroom, Goo Teaching and Learning • Enhanced internet Connectivity • Online evaluation of learning
Self-Appraisal	• FDP on performance enhancement	• Improvement in academic perf Publication, Online Certificatio • Publication of Proceedings imp
Financial support to teachers	• Policy for Financial Support • Seed Money for Research, publication and participation in FDPs with eligible support	• College look after financial aid paper in Journals, Writing refe papers in Conference Proceedi • Financial help in FDPs progra • Teachers received seed grants Scopus journals
Library to be updated and book bank to be created	• Book Banks created • Digital Library • Identified Books for purchase	• 800 books in the Book Bank • Rs. 10,49,831 is spent for purc and periodicals during assessm • Increased Computers from 06 • Membership of British Counci LIST • Per day footfall is 86
Quality enhancement in academics and administration policies	• Annual Quality Audit • NIRF • Energy and environmental audit • Green audit • Library audit • Institutional Policies	• Implemented the recommenda • Environment and energy initia as **Sustainable** and **Excellent** Auditors
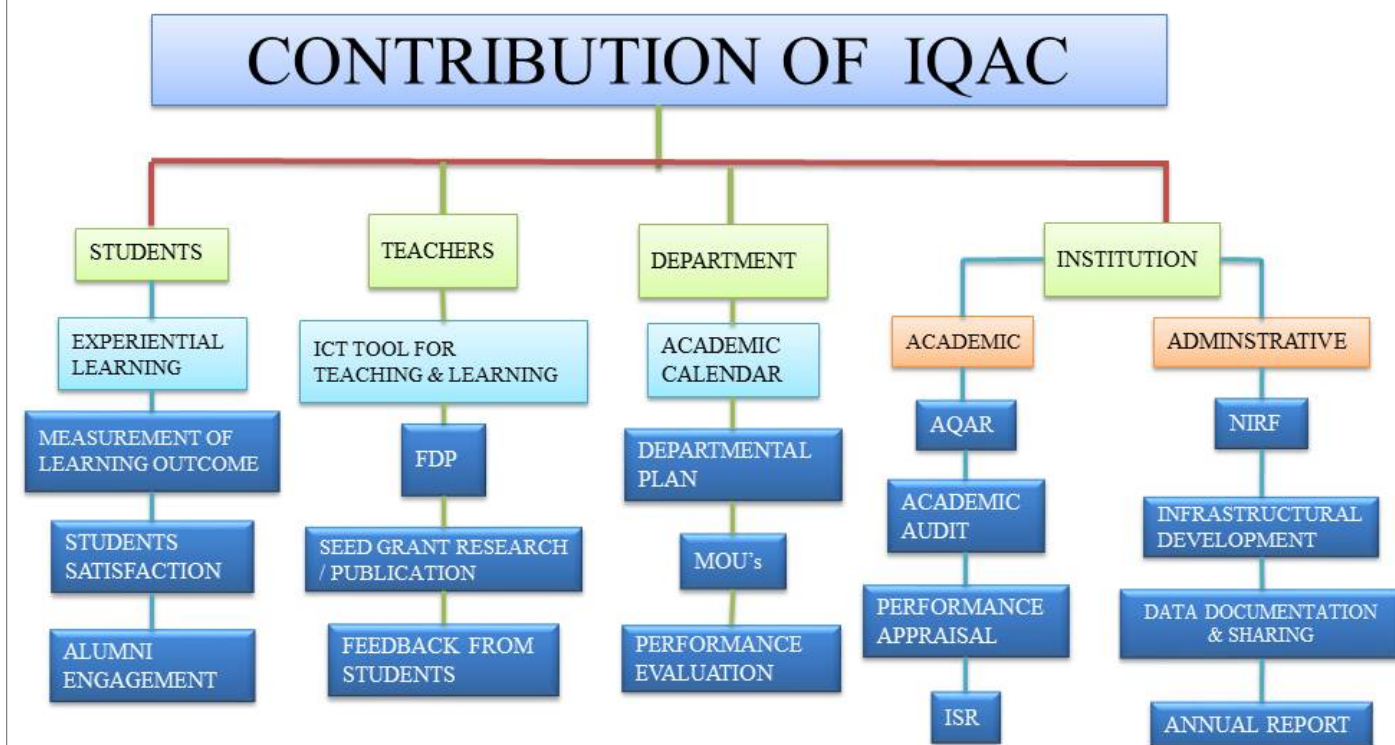
File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

Response:

Gender Audit & Gender Policy

The institution conducts gender audit every year to understand the diversity of students and staff to develop plans for gender sensitization.

The institution has devised a well balanced Gender policy which is published on college website

Following were the initiatives for gender equity and sensitization :

1. Installation of Sanitary Napkin Vending Machines

2. Smart Girl Program - To Be Happy! To Be Strong! (Seminar on Financial Independence)

3. Vocational Skill Development Course on Beauty Treatment 'Beautician Course'

4. Seminar on Breast Cancer & Cervical Cancer - Signs & Symptoms

5. Webinar on Empowering Women at workplace

6. Expert lecture by gynecologist Dr. Sachin Dalal on "Self awareness and PCOD"

7. Expert guidance lecture on the issue of gender and human rights

8. "International Women's day Celebration"

9. Lecture on "Skin Care" by Dr. Rashmi Chetwani

10. Self defense training programme

Physical Infrastructure & Facility for Safe Environment
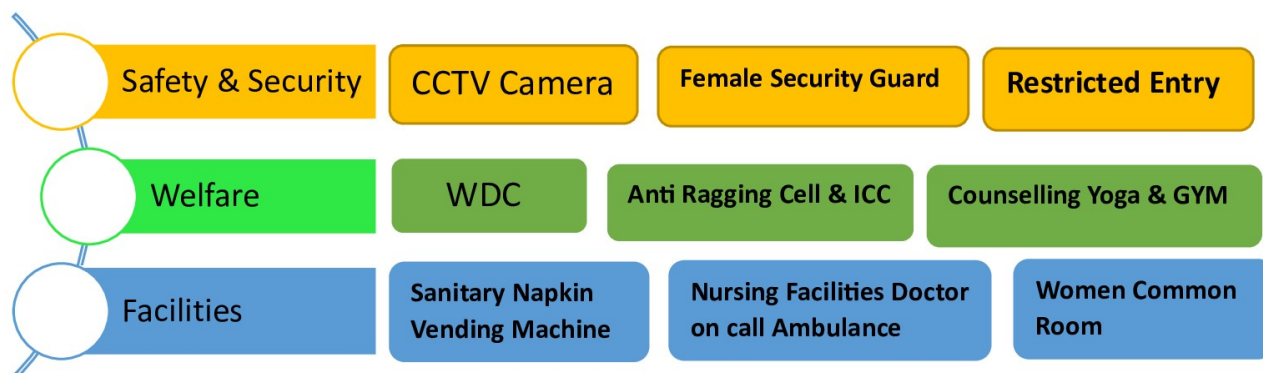
Gender Equity and Sensitization in Curriculam The curriculum of the University of Mumbai adequately includes Gender Sensitization under different programs offered like B.Com / BAF / BMS & BAMMC having Foundation Course. College also offers relevant Certificate courses to promote Gender Equity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The

institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Inclusiveness means including everyone.The institution is a true representation of all diversities in India. Its staff and students come from diverse cultural, ethnic, religious, socio-economic, and linguistic backgrounds.

The prime objective is to bring together students in true esprit de corps with the intent to educate, create a sense of fellow-feeling, create a sense of shared heritage, create a sense of both institutional and national pride, inculcate values and work towards a future that is inclusive of the entire student community of the college.

At the same time the objective is also to include students from all social and financial backgrounds with particular attention to the requirements of the needy and meritorious. College has a fee-waiver scheme.
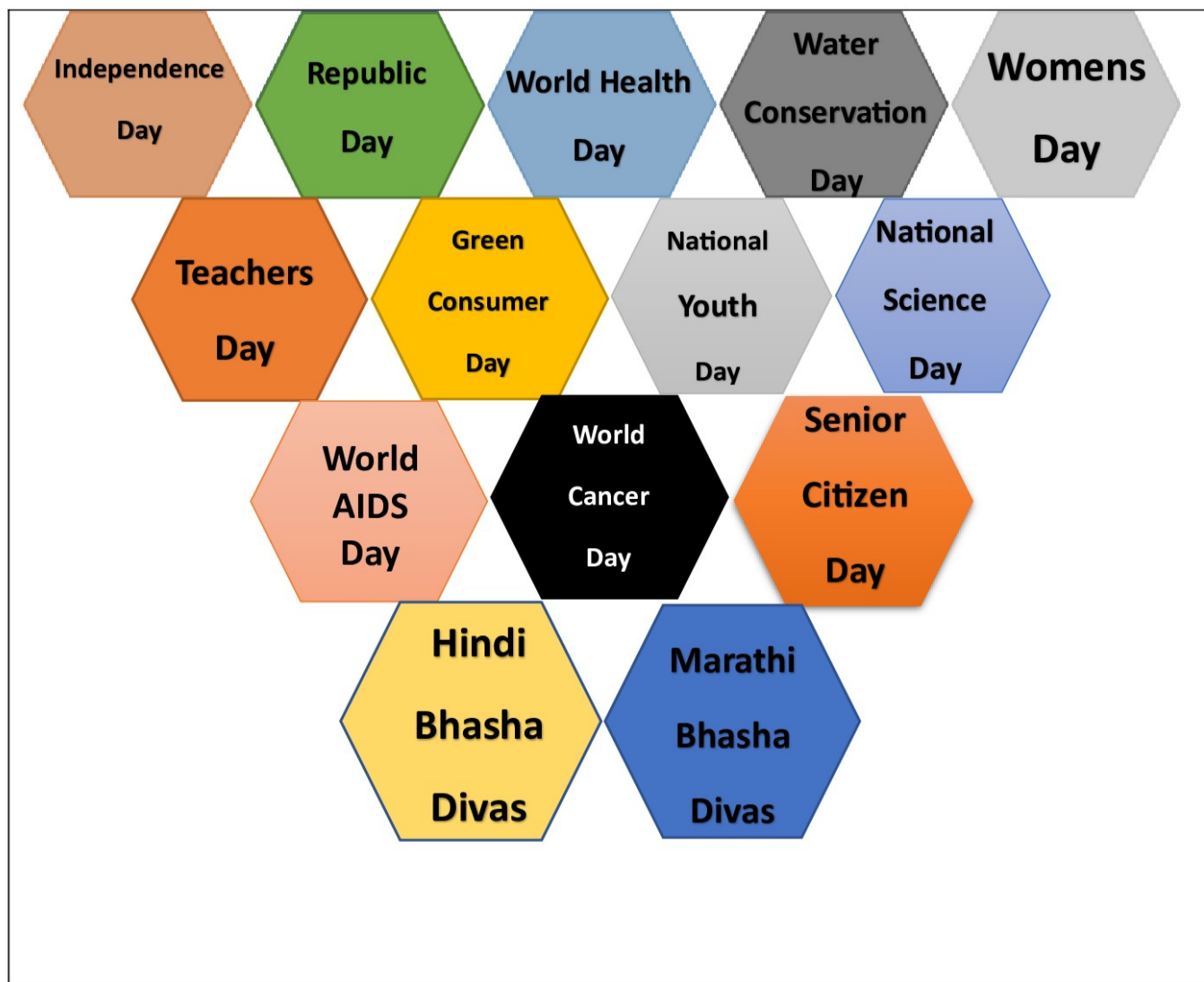
Mentoring is one method used to address the problems of each and every student with equal importance.

Workshops and lectures are conducted to sensitize the students about their rights as women and to

inculcate in them the confidence that they are no less capable than men.

Cultural & Regional	Linguistic	Communal Socio-economic	Constitutional Obligations	Sensitization
•Makar Sankranti •Saraswati Pooja •Christmas Celebration •Ganesh Chaturthi •Ganesh Chaturthi •Ramzan Eid	•Hindi Bhasha Samiti •Marathi Vangmay Mandal •Sanskrit Certificate Course	•Departmental Social Responsibilty •Joy of Giving •Blood Donation •Yoga for Society	•Independance Day •Republic Day •Voters Day • Gandhi Jayanti	•Gender •Enviroment •Divyanjan •Orphange Visit

Following are Days Celebrated at College:

Independence Day

Republic Day

World Health Day

Water Conservation Day

Womens Day

Teachers Day

Green Consumer Day

National Youth Day

National Science Day

World AIDS Day

World Cancer Day

Senior Citizen Day

Hindi Bhasha Divas

Marathi Bhasha Divas

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice 1: Topic: Digital Literacy for Society

Objective: To impart basic IT skills among all sections of society for their awareness, upgradation, day to day usage of digital devices, online safety of financial transactions,   access various e-governance services, access social media and for enhancement of their lifestyle and livelihood.

The Context:

Digital literacy encompasses the skills required to use technology safely, effectively and responsibly. As technology continues to become more and more ingrained in daily life, the   importance of learning digital literacy skills is becoming increasingly apparent. The 21st century is the digital era. Emergence of social media, online banking, e-payments, govt.   initiatives to digitize financial transactions, link PAN and Aadhar are mandatory requirements and norms of the day to day living. However, even in the metropolis of Mumbai many   people (especially under privileged) are not so tech-savvy and not digitally updated. They find it difficult to do online transactions. Senior citizens find technology very difficult to   cope up. In this context, the college has undertaken a mission to create digital literacy among all sections of society. Hence,

Digital literacy skills program was organized in the campus for support staff, outside the campus in the society for underprivileged, senior citizens and general public to:

a. Support Educational Progress

b. Increase Online Safety

c. Understand Digital Responsibility

d. Improves Social Opportunities

e. Improve Digital Equity

f. Participate in e-governance measures of Government

The Practice:

All Departments conducted digital literacy Program in the society on various aspects and issues to help underprivileged, senior citizens, rickshaw drivers, peons, watchmans and public at large who lack digital knowledge and comfort.

Name of the Department	Activity Conducted
Department of Bsc(IT)	Online safety, how to use online platform Zoom and Google meet, E-mail frauds awareness, payment app operation.
Department of Management Studies	Importance of Aadhar and PAN linking, how to use google maps and GPS, Awareness of SPAM call massages in mobile, social media operation and handling.
Department of Accounting & Finance	awareness of Govt. schemes like Suknya Samriddhi yojna, Atal pension yojna, PM Ujwala yojna, Mission Karma yogi.
Department of Banking & Insurance	Online payment through mobile, Digital payment modes, how to use e-newspapers in mobile, Digilocker, phonepay and paytm usage.
Department of Commerce	Basic IT skills for support staff of college
Department of Mass Media	Social media operations, how to open Gmail account, how to operate Android smartphone, phonepay and G-pay
Department of Financial Markets	Awareness on Mutual Fund schemes, Demat account, know your customer and Equity Linked Savings Schemes.

Evidence of Success:

1. Conducting digital literacy programs for society is regularly done, every year by all the departments, compulsory as a part of the best practice.
2. Support staff have developed computer literacy. Some have excelled & willingly help faculty for any work on computers.
3. Student enrollment in Digilocker for ABC Id's have increased tremendously.
4. During Covid 19 lockdown many people in family and neighborhood found it difficult to use video conferencing apps like zoom. It was very helpful for such people.
5. Response from senior citizens has been very satisfactory. They have become independent.

Problems Encountered and Resources Required

1. Initially people are reluctant to learn new technology . They lack confidence and willingness.

2. Sometimes due to technical issues or loss of connectivity problems are faced.
3. People don't want to share their personal information . They feel security concerns.
4. Student volunteers lose motivation if people don't cooperate.
5. Monitoring by faculty is required to guide and motivate students to approach different strata of society and go out to approach strangers.
6. Infrastructural constraints to train outsiders.

Best Pracctice - 2: Topic: Nurturing the Nature for the future

Objective:

1. To sensitize, educate and create awareness among students, staff and society about environment conservation
2. To develop skills for environmental protection.
3. Encouraging efforts to protect and conserve biodiversity in the vicinity.
4. Executing small scale projects in and around campus.
5. Contributing to environmental awareness and conservation drives in collaboration with NGOs.
6. To foster a clean, green and pollution free environment and campus.
7. To support and implement "Swachh Bharat Abhiyan" for a healthy India.
8. To use renewable energy sources (solar energy) in the campus.
9. To conserve water resources through Rainwater harvesting.

Context:

The environment has gone through drastic change due to factors like pollution, over usage of plastic and mismanagement of natural resources. The higher education institutions are now not only a center of teaching and learning but also a space that cultivates socio-economic and Environmental sensitivity . The main aim was to create awareness amongst students and society at large about the importance of Nature for the future of mankind.

The Practice: The Following Initiative taken for Nurturing the Nature :

SR. NO	YEAR	EVENT NAME	Number of Students Participated / Sensitised
1	2021 – 22	Webinar on Ecosystem Restoration	35
2	2021 – 22	Eco-friendly Ganesh Idol Making Workshop	30
3	2021 – 22	Webinar on Shifting and Climatic Preparedness	40
4	2021 – 22	Visit to Marine and Coastal Biodiversity Centre	18
5	2021 – 22	Swach Bharat Abhiyan at Powai Lake Garden	52
6	2021 – 22	Webinar on Miracle Enzyme	100
7	2021 – 22	Celebration of World Aquatic Animal Day	72
8	2021 – 22	Cleanliness Drive at Ankhar Village (Titwala)	50
9	2021 – 22	Paper Bag Distribution	46
10	2020 – 21	Zero Waste Living Challenge	27
11	2020 – 21	Webinar on International E-Waste Day	45
12	2020 – 21	World Clean-up Day Webinar	50
13	2020 – 21	Take your First Step to go Green In your Educational Practice	280
14	2020 – 21	Webinar on "Tree plantation"	58
15	2019 – 20	Seminar on Plantation Day	35
16	2019 – 20	Beach cleanliness drive – Juhu beach	26
17	2019 – 20	Cleanliness awareness drive Kanjurmarg railway station	44
18	2019 – 20	Beach cleanliness drive – Mahim beach	32
19	2019 – 20	Cleanliness drive "University of Mumbai"	56
20	2019 – 20	Tree Plantation Drive at "Vikhroli Post office".	32
21	2019 – 20	Seminar on Solar Application Day	35
22	2019 - 20	Seed Bowl Distribution	25
23	2019 – 20	Drawing Competition	20
24	2019 – 20	Trek to Garbett Plateau	32
25	2018 – 19	World Planting Day	45
26	2018 – 19	Trek to Sondai Fort	32
27	2018 – 19	Cleanliness drive Powai Lake	35
28	2018 – 19	Environment Health Day	40
29	2017 – 18	Trek to Nankind (Vagini)	12
30	2017 – 18	Trek to Saguna Baug	35
31	2017 – 18	Tree Plantation Drive at Aarey Colony, Goregaon,	25
32	2017 – 18	Kanjurmarg railway station cleanliness drive	13

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Evidence of Success

Organising Unit	Number of Activities	Number of Students participated & Sensitised
Nature Club	22	1,100
Extension Activities	27	1,075
Departmental Clubs & Association	12	573

MOU Signed (03)

a. Nisarg Swasthiya Sansthan

b. Young Environment Program trust

c. Eco Friend Industries

Audits Conducted (03)

a. Green Audit

b. Energy Audit

c. Environment Audit

Mentor & Brand Ambassador

College has a Mentor, Ms. Elsie Gabriel, founder of "Young Environmentalist Programme Trust, who is an UNESCO GREEN citizen, Ambassador of India for Global Quest International, Coordinator of Oceans climate reality Project India, Director of Poseidon Handicap Scuba Adventures USA**.**

Solar Panel Installed

Water harvesting system created in campus

LED tube lights installed (100% tube lights are LED)

Sensor based lights installed in washrooms

Retro taps fitted in common washrooms

E – Waste bin installed in campus on permanent basis at the entrance of the college

Swatch Bharat Abhiyan adopted

Old newspaper sold to vendors who send it for recycling

Problems Encountered and Resources Required

1. The community of nearby areas belong to the working class and sometimes their participation and response is not in numbers which can be considered encouraging.
2. Availability of limited time for organizing events outside the campus.

3. Maintaining the motivation level in voluntary work and ensuring wholehearted involvement of volunteers in all the activities was also a challenge with careful supervision by the teacher.

4. The college has made available its own resources for organizing this best practice.

| File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

"Holistic development in the personality of Students" - Student centric endeavours to empower and create competitive youth.

True education works for a complete and holistic development of students. It starts its work from the human body and leaves it with the highest attainment of students potential in all spheres. By having a balanced personality one can easily adjust, adapt and live in one's environment and contribute positively to society. One of the Mission of our college:

"To bring about an all-round development in the personality of the students"
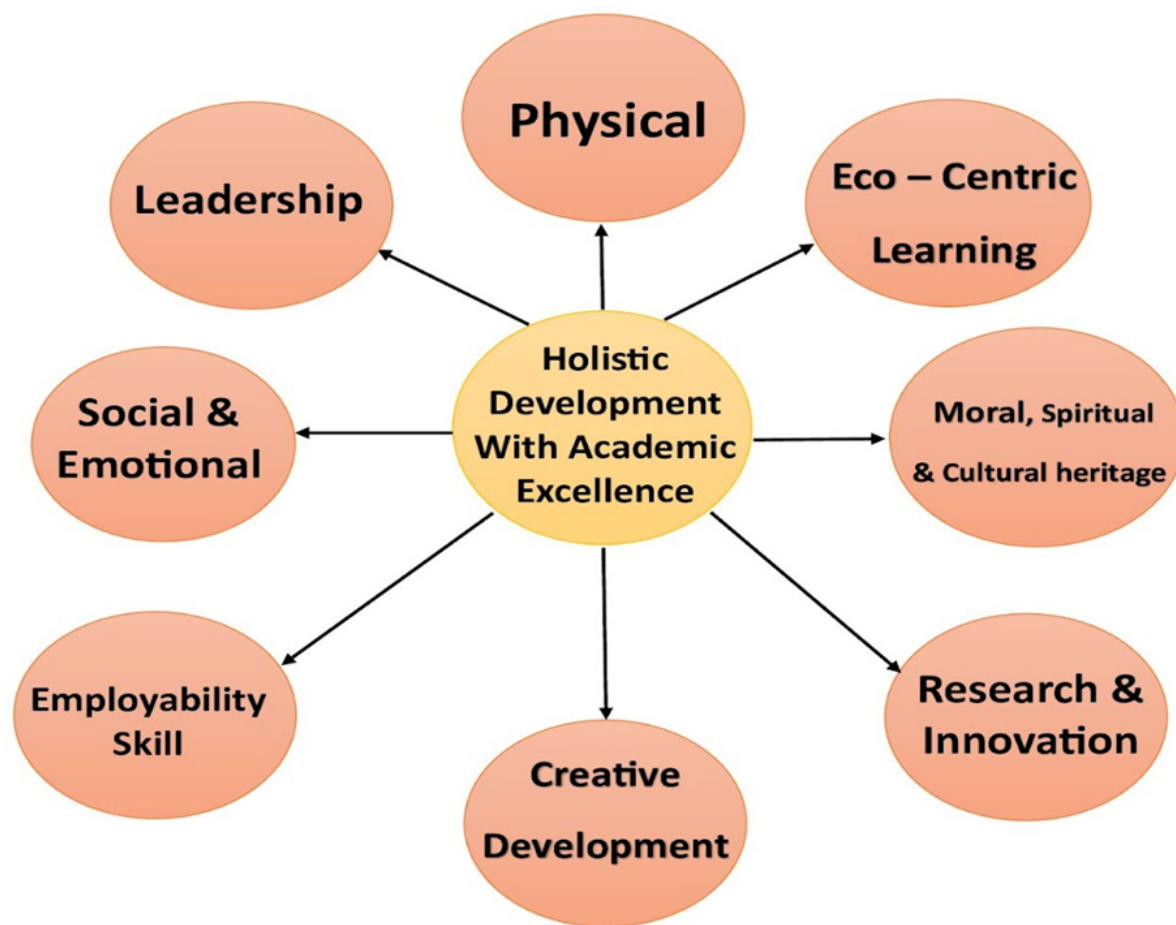
The college curriculum is enriched with co-curricular and extracurricular activities to develop a holistic well-balanced personality of students.

A. Social and Emotional Development: Social and emotional learning equips students with skills they will use in real life to face challenges. For this the college has departmental clubs and associations for every programme . B.Com (EMAC Zone), B.sc IT (Tech wizard club), BMS (Chankya Niti Club), BAMMC (Media Club), BBI (Mudra Club)BFM (Shareholders club).These clubs are entirely managed by students to plan and execute group activities and competitions of intra and inter collegiate in nature. Such joint activities help them to gain self -confidence, learn teamwork, and develop emotional bonds. They learn social skills, live for common goals and problem solving skills are developed. Industrial visit, field visits are organized for their practical exposure.

B. Moral, Spiritual and Cultural Development:

"Excess of knowledge & power without values, make human beings devils" - Swami Vivekananda.

The college has a Human Values cell, NSS Unit, Extension activities under DLLE, Yoga and Meditation for students, counseling sessions , mentor-mentee programme, college cultural committee. NSS units conduct a one week camp in the rural area. Curriculum contains modules on professional ethics. College has signed MOUs with Prajapita Brahma Kumaris, Sanskrit University and has linkages with the Hare Krishna movement for collaborative activities.

C. Physical Development:

The college has a Sports Committee, it encourages students to participate in different types of indoor and outdoor sports. The college has a well-equipped Gymkhana for conducting indoor games like table tennis, carom, chess, pool table etc. and three turfs for conducting outdoor games like cricket, basketball,football etc. It engraves the importance of physical fitness on the minds of students by conducting practice sessions regularly. Students have set milestones by securing medals at state/university and National level in activities like, Boxing, Swimming, chess boxing and cricket. Health Check up camps and Blood donation drives organized .

D. Creative Skills:

Participation in various competitions organized by college or other colleges provide an opportunity to hone their creative skills. Each department student manages and updates one Wall magazine each . Students contribute articles in newspapers and college magazines. They have won prizes in intercollegiate festivals .

E. Employability Skill Development:

These skills make students job ready. Add-on and certificate courses are conducted as per feedback from the Employers. Career counseling sessions, CV writing and interview facing skills are imparted . Placement cell conducts regular placement drives, Job Fairs and internships are provided.

The college has conducted a communication skill certificate programme course with Times of India, beautician course in association with Rotary club, certificate program with FPA, Raj Computers, Android applications development prog, Advanced Excel and Digital marketing certificate programme. Entrepreneur development cell has MOU with Akshy Educational Trust to train students to start their own ventures.

F. Leadership Skill Development:

Student council of the college has representation from all classes. Students are involved in managing different activities in college and celebrate different days, picnic, Farewell and orientation. General Secretary of the college, Deputy General secretary and Class representatives are elected from the students. Clubs and associations have office bearers like President, secretary, treasurer from the students .Each committee have student representatives like cultural committee, NSS, Rotaract club.

G. Research and Innovation Aptitude development:

The college has Research Cell "Sanshodh" . It promotes research culture among students, encouraging them to write research papers. Projects are part of the curriculum. The Best Innovative student award is instituted and awarded on the Annual day. Workshops are conducted for students on "How to write research papers".

H. Eco-Centric Learning

Nature club organizes activities to sensitize students towards Nature, Eco-living and protection of the environment . MOU is signed with "Young Environmentalists Programme Trust " and "Nisarga Swastha Santha" for collaborative activities . The college has signed MOU with "Eco Friend Industries" for

collection and safe disposal of E-Waste. Students join hands to create awareness. Green, Energy and Environment Audit is done.

Outcome and evidence of success

1. Prevalence of Ragging free, protest free, zero harassment, self disciplined, gender amity campus.
2. Best student award, Best Library user award, Best innovative student award, Best sportsperson award, Best Extension student award, academic excellence Gold and silver medals are all given during Annual day. Students participating in all college committees are given appreciation certificates.
3. There is an increase in enrolment of students in Skill development certificate programs, Sanskrit and Hindi language.
4. Due to initiatives of Career Guidance and Placements cell, a good number of eligible students are placed in reputed corporations.
5. Students volunteered for Extension activities and scored marks .
6. Enthusiastic participation and winning of medals and certificates in inter collegiate sports and cultural activities. Students have won National / state level and inter university medals in sports such as Boxing, Swimming and chess boxing.
7. In the Parents Meet, most of the parents have expressed their gratitude for effort by college towards skill development activities.
8. Many students are certified by different agencies after value added skill development programmes.
9. Many college alumni are successful Entrepreneurs.
10. Students have participated in large numbers for beach cleaning, Swachh Bharat Abhiyan, tree plantation, Eco Ganesha making, lake cleaning, climate awareness seminars and webinars .
11. Due to academic, emotional and financial support during covid 19 pandemic, Drop out rate was negligible.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Chandrabhan Sharma College is Hindi Linguistic Minority Institution, however inclusiveness and diversity is strongly visible in students and staff profile.

- The Institution is located in Prime Metropolis of Mumbai region. Property rates are extremely high. We take pride in having our college in such an upscale locality with spacious and modern infrastructure.
- The Institution follows High standards of cleanliness, hygiene, security and campus environment.
- Management is resourceful, having diversified verticals in Education, Hospitality and Real Estate sector.
- The college has started BSC (Data Science), M.Com (Advanced accounting) & MSC (IT) from Academic year 2022-23.
- Blood donation camps are organized annually on 17th September.
- NSS Unit of college organizes residential camp in rural areas.
- The Institute organizes popular Inter collegiate Mega Cultural festival of 2 days
- "Khwaish". It concludes with Mega Musical Concert cum DJ Night event. Students showcase their creativity, managerial & leadership talent.
- Some students have performed very well in University /State /National level Boxing & Swimming Competitions
- Best Library user award, Best student award, Best Innovative student award is given.

Concluding Remarks :

CONCLUDING REMARKS

The Governing body Smt. Durgadevi Sharma Charitable Trust registered in 1972 has the main object of educating and empowering the youth. The college works towards realizing the vision of its founders and in tune with the legacy of social reformation through education. The College started with two programs and now offers 8 UG and 2 PG programs.

The College is one of the leading in the region that combines academia and industry to provide quality education. The college was first accredited in the year 2017.

The post accreditation period has witnessed the college adopting various measures to fulfill the recommendations of pear team in the second cycle of Accreditation.

IQAC plays an important role in quality improvement measures and continuous up gradations have been done in Infrastructure, ICT, E- Governance, Library resources, teacher quality and students support.

With this submission, the College family with all its stake holders is looking forward to welcome the peer team at its campus for quality enhancement and excellence.