SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

AMAR SHAHEED HEMU KALANI YADGAR MANDAL'S

BARRAK NO 18, NEAR INLAKS GENERAL HOSPITAL, OPP SANTOSHI MATA
MANDIR, CHEMBUR COLONY,
400074
www.sindhuputra.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Amar Shaheed Hemu Kalani Yadgar Mandal is a Public Trust was established in the year 1973 and started educational activities in the year of 2008 under SNDT Women's University to inculcate feelings of patriotism in society and provide activities of social services & professional education. The main objective of institution is to encourage women to develop their full creative potential and empower the women to lead a successful life.

Educational Institutions

- SMT. JAMNABAI H. WADHWA COLLEGE OF TECHNOLOGY (BCA)
- KOTHARI COLLEGE OF MANAGEMENT STUDIES (BMS)

Goal orientation

The college motto is empowerment of women through quality in education. We firmly believe that to provide for women a wide range of professional and vocational courses to meet the social and economic demands. We draw our strength from our founder's commitment, hard work and foresight. A. S. Hemu Kalani Yadgar Mandal's Smt. Jamnabai H. Wadhwa College of Technology and Kothari College of Management Studies are committed to the empowerment of women through quality oriented professional education.

The College aims to produce "Intellectually creative, emotionally mature, morally responsible, spiritually enlightened, socially committed and truly liberated" young women who will reposition themselves as self-reliant and responsible individuals who would transform society.

The mutual trust and cordial relationship of the college community contributes to the effective realisation of our goal an "empowered woman" who would fearlessly chart the journey of her life.

Addressing the needs of society

- Preference for the economically challenged and marginalized
- Transforming the self and society
- Inculcating inter-religious harmony
- Knowledge sharing with community and effective social interventions

Quality Policy

The quality policy of Amar Shaheed Hemu Kalani Yadgar Mandal's Smt. Jamnabai H. Wadhwa College of Technology (BCA) and Kothari College of Management Studies (BMS) of the college, which aims at "empowering women " through well-rounded & integrated education & preparing them for excelling in leadership &functional roles at society, organizationenabling them to live up to their full potential .

Need based & socially relevant professional undergraduate programs have been introduced under SNDT Women's University to provide career options for women in the Computer industry, Corporates and in Education field.

Vision

The college motto is empowerment of women through quality in education. We firmly believe that to provide for women a wide range of professional and vocational courses to meet the social and economic demands. We draw our strength from our founder's commitment, hard work and foresight A. S. Hemu Kalani Yadgar Mandal's Smt. Wadhwa College Of Technology and Kothari College Of Management Studies are committed to the empowerment of women through quality oriented professional education.

- To provide for women access to higher education through formal and non-formal streams inducing adult and continuing education.
- To provide for women a wide range of professional and vocational courses to meet the socio-economic demands.
- **To** provide scholarships and research in emerging areas of study, particularly with focus on women's perspectives.
- To inculcates among women positive self-concept, awareness of women's issues and right with a rational outlook forwards society.

Mission

- To promote Women/College/Community/Society/Nation where spiritual, moral and genuine values are lived and witnessed.
- To contribute to the transformation of society through an openness to reality and living the challenges of being socially conscious and socially responsible.
- To synergize women and those prevented from exercising their right to be human, through enlightening them regarding their basic human rights and helping them to achieve the same.
- To work towards the integrity of creation through being conscious of and alert to the state of devastation and destruction of creation and serious perils that humankind is plunged into. We promote programmes / movements that foster inter-connectness, kinship and eco-justice.
- To recognize the advantage of using modern tools and technological innovations for teaching- learning and governance and its visible impact in empowering students.
- To facilitate leadership among the students enabling them to be genuinely other centered, proactively enthusiastic, and spiritually and socially motivated towards personal, group and social liberation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Strategic location and easy accessibility.
- Proactive management with a progressive vision.
- Highly committed and supportive PTA & Alumnae.
- Excellent student support system.
- Excellent infrastructure with well-equipped computer lab.
- Timely conduct of examinations and publication of results.
- Harmonious relationship among the members of the management, staff, students and parents.
- High success rates in examinations as compared to University results.

- Teaching aids for ICT enabled teaching.
- Concern and facilities for differently abled.

Institutional Weakness

- Consultancy and industry linkage needs to be strengthened
- Industrial internships have to be strengthened.
- Playground for sports activities.
- Finding difficulties to secure internship in IT industry.

Institutional Opportunity

- Provide Technical Expertise for Girls to emerge as Successful Entrepreneurs.
- Strategic Location enhances the opportunities for employment.

- Locational advantage for strengthening academia-industry linkages

- Streamlining collaborations and consultancy

- Exploring possibility of collaborative research with research institutions

Institutional Challenge

- Motivating students to gain additional skills.
- Regularization of employment & job security to staff in self –financing section.

- Keeping pace with the rapid changes in higher education

- Sustaining quality along with access

- Providing resources for marginalized students

- Generation of resources for upgradation of infrastructure

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is temporarily affiliated to SNDT Women's university, Mumbai and follows the curricula prescribed by the University. The college is offers 2 academic programmes including Bachelor of computer application and Bachelor management studies. Our faculty members are part of central assessment programs (CAP) and Academic councils in SNDT university.

Feedback from students, parents and alumni with respect to curricular aspects are helping the departments, while designing the enrichment courses. Value added courses, seminars and collaborations through NGOs like Antarang and Techno serve and leading industries help to bridge the gap between academia and industry and to achieve academic flexibility.

Every department prepares academic calendar in line with the Institute level academic calendar before the commencement of semester which helps students and faculty members to orient in the right direction. Skilled, qualified and experienced faculty members help students to get best possible value-added knowledge and excel in the University examinations. Visits of Hon. Director and coordinators regular student feedbacks and continuous student assessment help to monitor quality delivery of the curriculum and timely improvements.

Teaching-learning and Evaluation

The transparent selection process of faculty as per the guidelines provided by Shreemati Nathibai Damodar Thackersey women's university (SNDT) is adapted by the Institute which helps to recruit quality faculty and enable excellence in teaching and learning. Institute ensures quality in Teaching-Learning process by taking regular feedback from the students. The continuous evaluation of Teaching-Learning process is carried through the IQAC visits and audits. The teaching practice includes theory, tutorial, practical components. The Teaching-Learning process involves black board teaching along with innovative teaching methods which include usage of PPTs, on-line teaching tools and project/game/activity-based learning. All the departments of the institution systematically develop action plans for effective implementation of the curriculum considering the SNDT academic calendar, Institute policies and administrative decisions.

Remedial classes and laboratory session are conducted for slow learners of all the subjects. Question papers of the previous university examination are also made available in the library for ready reference. Student performance is monitored continuously through regular unit test/class tests, and practical exams.The significant improvement in the academic performance and placements indicates achievements of the Teaching-Learning process.

Research, Innovations and Extension

The Institute strongly encourages faculty members and students to take up research and innovation challenges and get involved in the social activities to develop professional competencies and take measures to address social and environmental concerns.

The Institute has received two university ranks from 2019 batch Khushboo Vishwakarma from BCA department 1st Rank and 5th Rank Eram Ansari from BMS department.

Institute always encourages students to participate in series of extension activities to make them aware about social issues. The activities include donation of computers, clothes to needy children, helping differentlyable students, earn & learn schemes, road safety awareness programs, addressing important social issues such as cancer awareness programs, world AIDS day, spirituality, stress management etc. More than twenty activities have been conducted in collaboration with Amul, Inner wheel, Technoserve, Antarang foundation and Student Associations.

The extension programs that are conducted are meant to develop in the students a social outlook and social responsibility, good citizenship qualities and humane sensibilities. All these activities also complement their academic learning experiences since most of the social issues also cut across their syllabi. Owing to the strong support from the administration and untiring efforts of the teachers, the college has to its credit a considerable research and extension output.

Infrastructure and Learning Resources

Provision of adequate infrastructural facilities for teaching and learning has always been a priority area of the Institute. The Institute has planned and constructed the infrastructure which facilitates the curricular and co-curricular activities. All the classes are fully equipped with the necessary infrastructure to meet the ever-increasing requirements of all academic activities. All classrooms are equipped with Wi-Fi to facilitate the teachers to adopt varied teaching methods. Tutorial rooms are available to conduct tutorial classes to address the personal level doubts and queries of the students.

The college administration takes proper care of health and hygiene of College staff and the Students in the college premises. The college is equipped with First Aid Kit for medical emergencies, which is available at college office, Library. College has water purifiers at Staff room, library, ground floor and office. Tap water facility is available for students on each floor. The college canteen provides hygienic food to the students and staff at subsidized rates. Further, daily cleaning of the floor, college office and class rooms is ensured.

The Institute has one seminar hall with public addressing systems, LCD projectors & ICT Classrooms. The IT infrastructure is the backbone of the Institute's smooth functioning. The Institute campus is Wi-Fi enabled and has high speed internet connectivity. The IT infrastructure is augmented frequently and is well maintained by technical staff. Adequate Human resources are appointed exclusively for maintenance and upkeep of campus infrastructure.

Student Support and Progression

Students are the integral part of all activities organized at the Institute. The Institution is dedicated to the holistic development of students through several welfare schemes. To empower economically weak students Institute offers partial tuition fee waiver schemes and scholarships by Government and Nongovernment organizations. The Desai Foundation and the Nihchal Israni foundation has a glorious history of being devoted to social causes. The Institute supports numerous students through free-ships and other financial supports for several activities.

The training and placement cell grooms and assists students for better career opportunities. Our students are placed in reputed companies like Infosys, TCS, ICICI, Wipro, HDFC etc. Several students have opted for higher studies and are pursuing post-graduation degrees from Universities in India and abroad. Continuous

efforts are being made by all departments to support and encourage students for higher studies. The Institute promotes active participation of students in cultural and sports activities.

Governance, Leadership and Management

We strive for Academic Excellence to empower faculty members with the latest knowledge in the field. Maintain transparency between Teaching / Non-teaching staff and students, to achieve maximum placements and entrepreneurship development of students.

Financial planning and management is done in professional manner at the institute level and salaries to all employees are paid on the last working day of every month without fail. The payments of suppliers are also made in timely manner as per commitments. Scholarships, partial tuition fee waivers are provided at the entry level to attract good quality students.

Internal Quality Assurance Cell (IQAC) of the Institution monitors and assures continuous improvement in the quality of academic excellence. IQAC has initiated several quality reforms to improve teaching-learning processes and brand building activities. IQAC also suggests measures for smooth functioning of academic andadministrative processes.

Institution values the role of faculties and keeps them motivated through many welfare measures like EPF, financial support and health check camp. Non-teaching staff are also provided with uniforms, partial fee waiver for children's education and medical insurance. Non-teaching staff is given flexible timing in case they are pursuing higher studies. A robust Performance Appraisal System contributes to enhance theprofessional competence of the workforce and also a better working environment.

Institutional Values and Best Practices

The Institute organizes various co-curricular as well as extra-curricular activities for the holistic development of students through several student welfare schemes. To empower economically weak students, Institute offers scholarships as well as partial tuition fee waiver schemes. In order to ensure safety and security of students, CCTV cameras are installed at various locations in the campus. To educate girl students regarding safety, security and health the Institute conducts various programs as well as organizes medical check-up camps. Student counselling is done by faculty mentors at the department level in case of any academic difficulties. A professional counsellor is also appointed by the Institute. Value added (Augmentation) courses as well as soft-skills courses are delivered by industry experts/professionals to support the curriculum and to enhance the student skill sets. The Institution provides lift facility & scribes for examination facility for handicapped (divyang) student.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	AMAR SHAHEED HEMU KALANI YADGAR MANDAL'S
Address	Barrak No 18, Near Inlaks General Hospital, Opp Santoshi mata mandir, Chembur Colony,
City	MUMBAI
State	Maharashtra
Pin	400074
Website	www.sindhuputra.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director(in-charge)	S P Vulchi	022-8291889881	9820499899	-	hemukalani_trust@yahoo.co.in
IQAC / CIQA coordinator	Savita Tushar Loke	022-8779627477	8779627477	-	hemukalani_trust@yahoo.co.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

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

Establishment Details	
Date of establishment of the college	01-06-2008

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Smt. Nathibai Damodar Thackersey Women's University	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				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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	Barrak No 18, Near Inlaks General Hospital, Opp Santoshi mata mandir, Chembur Colony,	Urban	0.154935	1160

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	BCA,Science And Technology	36	HSC	English	60	28
UG	BMS,Commerce And Management	36	HSC	English	60	50

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				0				13
Recruited	0	0	0	0	0	0	0	0	0	6	0	6
Yet to Recruit				0				0				7
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	0	1	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	3	5	0	8
Yet to Recruit				0

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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				1
Recruited	1	0	0	1
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	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	6	0	6
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**
	1	2	0	3

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	0	0	0	0	0
	Female	77	1	0	0	78
	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	0	0	0	0
	Female	38	37	17	25
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	12	6	0	5
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	50	68	88	66
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	1	0
	Others	0	0	0	0
Total		100	111	106	97

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Amar Shaheed Hemu Kalani Yadgar Mandal's Smt. Jamnabai H. Wadhwa college of Technology and the Kothari College of Management Studies has truly the vision of NEP and since its inception has

	been striving to realize the vision to develop empowered Women-Students through quality professional education so that they can contribute to the national human resources pool Keeping in mind the key principle of NEP, the academic programmes are designed to help students understand the advantages of using modern tools and technological innovation for teaching-learning and governance, encouraging logical decision making, innovation, critical thinking and creativity punctuality with respect to the growing computer industry.
2. Academic bank of credits (ABC):	We are affiliated with the SNDT Women's University which is dedicated to the cause of Women's Education - This university was founded with the primary aim of Empowering women by providing a wide range of professional vocational courses to meet the social-economic demands of society. The University is yet to implement the CBCS system and once it is implemented by the University we are prepared to adopt the CBCS system.
3. Skill development:	This institution is committed to empowering women through quality vocational and professional education and thereby provides women access to higher education through formal and non-formal streams introducing adult and continuing education. The fundamental vision is to inculcate among women positive self confidence, awareness of women's issues and develop a national outlook towards society there has been an accelerating development in the use of technology wall areas of life and the growing use of computers, narrated the need to disperse quality education in computer technology - with this in view this institute has initiated the BCA programme and BMS programme both are the undergraduate professional programs with the duration of 3 years each. Apart from these we are looking forward to introduce Skilling courses of short term duration through NSDL programs.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In order to promote /integrate the local language, art and culture, compulsory activities in the curriculum has to be added like literary activities etc. and through discussions/interactions/symposiums etc in local languages which will fetch extra credit to the student. These changes will also increase the employability opportunities for the teachers and subject matter experts of these languages. Frequent

	Field trips to local heritage sites/museum shall value their culture and traditions.
5. Focus on Outcome based education (OBE):	LOCF (Learning Outcome based Curriculum) aims to bring about uniformity in syllabus for all programs in all the affiliated colleges of SNDT Women's University. Variety of approaches in teaching Learning process like lectures, seminars, tutorials/workshop/practical and project based learning field work, technology enabled learning internship and apprenticeship and research work is suggested. The student learning outcome should be defined in terms of knowledge skills and understanding values employability.
6. Distance education/online education:	This institution is already prepared, especially during COVID-19 pandemic situations and teaching learning process through different online modes like Zoom, Google meet, classroom app., whatsapp etc. the whole college campus is wi-fi enabled with digitally interactive panels and hence no hindrance /obstacle in online education. Even slight relaxation in COVID-19 pandemic situation and accordingly visit of students and faculty members to college from different distant areas, helping them to study e-content for all subjects in all semesters. This institution is preparing to make available all such types of e-content material prepared by faculty members to all students through online mode to meet the future challenges.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
67	65	65	65	65
File Description		Document		
Institutional data in prescribed format		[View Document](#)		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
248	271	286	246	233
File Description		Document		
Institutional data in prescribed format		[View Document](#)		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
30	30	30	30	30

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
84	91	80	51	77
File Description		Document		
Institutional data in prescribed format		View Document		

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	7	7	7
File Description		Document		
Institutional data in prescribed format		View Document		

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
13	13	13	13	13
File Description		Document		
Institutional data in prescribed format		View Document		

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 10

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
33.56	56.17	56.39	25.17	20.03

4.3

Number of Computers

Response: 66

4.4

Total number of computers in the campus for academic purpose

Response: 58

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The departments systematically develop action plans for effective curriculum delivery by considering the SNDT academic calendar, policies and administrative decisions. Faculty members are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, augmentation courses, workshops, industrial visits. Along with the university curriculum, every department also plans carefully for various activities throughout the semester to achieve the overall development of students.

Process for effective curriculum delivery:

- Subject allocation is done by the Head of The Department in consultation with the faculty and Hon. Director.
- Few faculty members are also allocated specific subjects of other departments.
- Class time tables are prepared and displayed before commencement of the semester. Individual faculty time tables, classroom utilization and laboratory utilization are also prepared.
- Preparation of academic calendar, departmental meetings, allotment of workload, preparation of time table, teacher's diary, daily lesson notes, field projects, on-the-job training, feedback mechanism are some of the tools implemented by the college for effective curriculum delivery.
- Results of university examinations are analyzed and necessary remedial classes are conducted after declaration of results.
- IQAC conducts seminars/workshops, guest lectures, faculty orientation programs etc. for curriculum enrichment and enhancement.

The college had been sanctioned the Bridge Course for mathematics, Career Orientation Courses on management and IT industry, compulsory vb.net programming and project training for BCA third year students. We provide basic yoga training. The curriculum ensures knowledge enhancement, nurturing competencies, managerial, entrepreneurial skills and adequate life skills to make the students a part of the global workforce and also address gender and social issues. During the course delivery, four-unit tests are conducted as per the academic calendar. The quality of the internal test is maintained through following process: For every subject, the respective faculty prepares the questions from previous question papers. Each faculty maintains the records of unit tests and it is the main criteria for internal marks for university exams.

Various committees are established to monitor syllabus coverage for each internal exam and hence make sure 100% syllabus is covered.

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

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The University uploads the annual calendar at the beginning of the academic year on its website with broad details of major academic events of the year. In accordance with this, the IQAC prepares a College academic calendar, based on inputs from coordinators, which is uploaded on the College website. The semester Examination schedule is prepared by the university and unit test and project viva are scheduled by Hon. Director and coordinators. Once the examination dates are declared, the IQAC with the assistance of department coordinators prepares the College 'Academic Calendar' containing relevant information regarding the teaching schedule and events to be organized during a semester.

The IQAC ensure holistic development of students as a priority. Accordingly, the calendar is prepared for academic, co-curricular and extra-curricular activities. The faculty and students get a complete picture of the activity schedule and adhere to the calendar.

Academic Activities:

For the academic activities, the management gives academic calendar diary to the faculty to note down their everyday schedules which includes curricular and non-curricular activities.

The teachers prepare teaching plans, a detailed teaching schedule, module-wise/ chapter wise. The dates of Internal written tests, practical, Viva-voce, journal assessment examinations are all mentioned in the academic calendar.

- In order that the students who have not opted Mathematics in 12th standard/ Vernacular medium also cope with the FY syllabus, a Bridge Course in the subject of Mathematics is conducted at the beginning of the academic year.
- The class tests are conducted according to plans mentioned in the calendar.
- Result analysis is done after every evaluation and Slow and Advanced Learners are identified. Remedial lectures are conducted for those who need additional help.
- Supplementary examinations are conducted following the university guidelines.

Thus, the Institution adheres to the academic calendar including conduct of CIE.

Co-Curricular Activities:

- Activities such as field visits, study tours and industrial visits are also well planned.
- Add on / Certificate courses – soft skills, free career courses with support of Antarang, Techno serve and Anudip foundation.
- Certificate Course for Android development with internship.

Students are encouraged to do internship programmes and projects in industries. Because an academic calendar is in place, the students take up these projects proper time, striking a proper balance between academics and co-curricular activities.

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

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

    1.**Academic council/BoS of Affiliating university**
    2.**Setting of question papers for UG/PG programs**
    3.**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
    4.**Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

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

Response: 0

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

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 24

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	6	4	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 61.82

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
170	216	302	99	35

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The curriculum has integrated the cross-cutting issues such as gender, environment and sustainability, human values and professional ethics through the courses BCA and BMS.

Audit courses such as Environmental Studies, women's empowerment, cyber security, are included in the SNDT syllabus as non credit and credit courses and conducted by each department in every semester as part of curriculum.

The Institute organizes seminars/workshops by inviting experts to share and deliver their experiences. The Institute arranges various programs /events under the management and Student Development Cell to alert students about cross cutting issues such as Human Values and Professional Ethics, etc.

 The Institute arranges special social activities such as Blood Donation camps, Campus Cleanliness Camp etc to maintain good social environment under the umbrella of student's council. Special programs for girl students and woman faculty such as 'Self Defense' by Mumbai police, special guidance on diet, Medical Check-up are arranged on a regular basis within the campus.

J. H. Wadhwa technology and Kothari college of management provide students with special needs with individual career counseling, support in the choice of study and inclusion in the study process, help in the preparation of a career plan, free workshops for obtaining additional skills, visits to working environments, presentations of employers, assistance in transitioning to employment (preparation of written presentation and preparation of innovative presentations to employers) and other activities. Every year we have students with special needs like visually handicapped, autism, cerebral palsy, down-syndrome and hearing impairment.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 3.06

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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

Response: 33.87

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

Response: 84

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)	

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document	
Upload any additional information	[View Document](#)	
URL for feedback report	[View Document](#)	

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 82

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
78	97	106	111	100

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

2020-21	2019-20	2018-19	2017-18	2016-17
120	120	120	120	120

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 98.67

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
28	30	30	30	30

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

As the students get admission in the first year, we need to access their quality of understanding. As such we have not arranged any kind of metrics for segregating them as slow and advance learners in the class but we have made some arrangements for BCA Department .We analyse the students with the help of their result, whether they had mathematics subject in HSC exam or not and guide them to improve in that field by providing them guidance through bridge course. This helps them to gear up for the subjects in the second year of their course.

We have also taken care of those students who have not cleared the semester Exam subjects and provide them remedial classes to improve. We take extra classes and guide them in their weaker areas.

Advanced learners are given opportunities to be part of innovative projects and other technical initiatives of the institute. The toppers of each class are appointed as Class Representatives and Coordinators/Nominee of the department, and they are part of students' council so as to give a chance to develop their communication, leadership & team building skills. This initiative teaches them to strike a perfect balance between academics and extra & co-curricular activities which goes a long way in achieving success in their professional career.

They are given opportunities to show their talent and leadership through adequate opportunities opportunities like helping faculties in organizing college fest and other events of the college. They also help slow learners through peer learning. We also encourage advanced learners to share their knowledge. They are also part of the institute's social responsibility where they support the faculty members by teaching and providing skills to the underprivileged students. This responsibility shouldered by them motivates other students of our college to come forward and show their leadership quality. Slow learners and advance learners both are there in every classroom, we provide opportunities for both groups so that advance learners will enhance their qualities and slow learners also catch up accordingly.

At our college, we believe in outcome-based learning processes, a mentor-mentee system ensures all kinds of support are provided to the slow learners. The strenuous efforts taken by the faculties towards the slow learners have resulted in improving students' understanding in their chosen domain, better results. The mentor also identifies other skills and strengths and encourages them to hone them which helps build self confidence thereby also resulting in improvement in academic performance. Also, the mentor takes extra efforts to understand the socio-economic backgrounds which sometimes is a reason for poor performance. All necessary emotional and professional counseling is also provided whenever required. The mentor also connects the weak learners with the subject teachers with whom they are comfortable for extra support. The Institute ensures that a slow learner clears all courses within the stipulated three years and also provides extra attention to build additional skills which makes them employable. Parents of students are informed in case of poor academic performance and psycho-social problems whenever necessary.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional Information	[View Document](#)

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

Response: 41:1

File Description	Document
Any additional information	[View Document](#)

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

Response:

At our college, we the teachers train students in life skills, lifelong learning and knowledge management, we prepare them for real life applications of what they have learnt. The strategies we apply to make education learner centric are mentioned below experiential learning Practical, training, Internships, are an integral part of activities of department's courses. Technology and Management studies organize Internships for their students to sensitize them in social issues and give corporate life experiences. Internship undertaken by students of professional courses is structured, supervised, designed to enrich and complement the students' academic program. Field or Industrial visits are organized by our college every year. Some examples Hyderabad, Mysore, Bangalore, Manali etc. Our students get practical knowledge about different companies in the industrial visits. Visits to orphanage by First year students were also organized. In this field visit our students got to know about the community around us as they will be aware about the condition of orphan as they need help from the community and a proper approach to the society to help them .Helping and caring nature our students develop after this visit.

In addition, Participative learning, both the department assigns projects as a part of continuous internal evaluation and motivate students to participate in power point presentations, role plays, skits, and student led seminar. Brain storming Group Discussions, Debates and Quiz .For first year students we organized different activities to inculcate values of social concerns, environmental awareness, and sensitization by discussions and report writing by departments. We encourage them participate in the above mentioned activities to help them learn and grow. In the final year our students have got a compulsory subject on project. We guide our students to make project on different topics with the help of many reference books we have in our library, we help them to make questionnaires and approach the community for the survey. Our students learn many things and grasp knowledge of survey which will help them to coordinate in the community which in turn will help them to work under any conditions when they will be joining their jobs.

Case Studies are discussed by Department of Accountancy on Ratio Analysis and interpretation of final statements and departments of BMS students prepare case studies, Experts from other colleges are invited for Guest Lectures by all departments so as to give exposure of the topic in the field of their experience.

Students are given challenging assignments and are motivated to participate in various competitions, quizzes and college level as well as inter collegiate festivals in order enhance creative as well as critical thinking.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The teachers of our college use online education resources, social networking sites, and blended learning platforms like Google classroom and Zoom to effectively deliver teaching and provide enhanced learning experience to the students.

The teachers of the faculty of Technology naturally lead in the complete adoption of ICT enabled tools to render teaching, Almost all the teacher's use in some way or other ICT tools to teach and train their students.

Both the departments have LCD projector in Computer Labs and in the class room which is used for screening projects and for making power point presentations.

Management Information system (MIS) is a compulsory subject that is taught in the second semester to all students of FY.BMS in order to familiarize them with technology based learning.

The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped our college to create a student centric learning approach.

E- mails, WhatsApp group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. We have created Google classrooms for each class and provide them assignments on the same, Students submit their assignments on time, and teachers remark it as checked which, student can check through Google classroom. Those students who have not submitted their assignments are marked as not presented in the classroom itself. Teachers then guide those students and check their assignments online. We conducted our exams on online platform with the help of Google forms, in 2020 and 2021 for students guided by the SNDT University.

Internet and Wi-Fi facility is made available to all the students of our college in the Campus and in all the classrooms **free of charge.**

The library also provides access to computers. Students can go to library for their project preparation, assignment and so on as we have got computers in the library also .Students take benefit of these facilities. For further improvement our college is training the librarian for more and more improvements in the

library technology. In our library we also provide E library facility to our students .SNDT University has given access to the E books, E journal to our college. Photocopying facility is also provided. Every teacher is necessarily required to upload students' attendance, internal assessment marks and term end assessment marks in addition to the feedback on the course and the class that they taught on our SNDT university website. On the other hand, the students' get all their academic information on the college website. The students are also required to provide online feedback on the curriculum and teaching-learning environment on every course in every semester.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	[View Document](#)

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 41:1

2.3.3.1 **Number of mentors** ?????????????? ???????

Response: 6

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
Mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 52.31

File Description	Document
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 0

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

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

Response: 9

2.4.3.1 **Total experience of full-time teachers**

Response: 54

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Each department has adopted innovative methods of formative evaluation. The evaluation process is communicated at the time of the orientation programme for the first-year students and during the introductory class for every course.

The syllabus, reference books and the course outcome are also discussed during the introductory class. Students are instructed to refer college website and students' notice board for schedules and all examination rules and regulations.

The Internal evaluation is done on the basis of marks scored by the students, attendance, and participation in curricular and co-curricular activities. The internal assessment is transparent as the students are shown their answer scripts and feedback is given to the students to help them understand their learning and guidance to improve their performance.

The marks scored by the students are communicated to them. For any matter related to conduct of CIE or scores, students are free to approach the teacher to seek clarification regarding the same. A list of defaulters for attendance is given to the Parent-Teacher committee. The committee then notifies the parents via postal letters to meet the respective teachers. Two such notifications are sent before the student is debarred from appearing in the semester examinations.

The CIE score is calculated as the average of marks that a student receives in all the CIEs that she has attempted. While planning the CIE care is taken to see that the assignment is given as per the learning level of the student. In a group assignment, both academically weak students are placed together. Extra assignment may be given to academically weaker students to improve their performance. Students who are representing college for events and competitions and miss the regular CIE or students who are working are given extra assignments. For the next academic year, structured evaluation process has been planned. Rubrics for various methods such as role play, power point presentations have been designed by the college team. The rubrics will be validated and teachers will be oriented on the methodology of their usage before implementation.

At the end of the CIE, faculty meetings are held to appraise the performance of each student. A list of students with poor performance is forwarded to faculty in-charges for further discussion and action. In extreme circumstances, communication is done with the principal for advice and action. Departments also communicate the performance of the ward to their parents during Parents meet organized at least once every semester.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

A transparent, time-bound and efficient method is being followed by our college in terms of dealing with internal examination related grievances. Various internal examinations are being conducted throughout the semester. Some of them are- unit-tests, assignments, lab continuous evaluation, project evaluations, etc.

The Internal evaluation is done on the basis of marks scored by the students, attendance, and participation in curricular and co-curricular activities. The internal assessment is transparent as the students are shown their answer scripts and feedback is given to the students to help them understand the subject and guidance to improve their performance. The marks scored by the students are communicated to them.

For any matter related to conducting of CIE or scores, students are free to approach the teacher to seek clarification regarding the same. A list of defaulters for attendance is given to the Parent-Teacher committee. The committee then notifies the parents. Two such notifications are sent before the student is debarred from appearing in the semester examinations. At the end of the CIE, faculty meetings are held to appraise the performance of each student. In extreme circumstances, communication is done with the principal for advice and action. Departments also communicate the performance of the ward to their parents during Parents meet organized at least once every semester.

The institution conducts CIE in various ways to evaluate the performance of the students. The SNDTWU has recommended 25 marks as internal assessment for every course. The departments plan their CIE for each course based on the guidelines given by the IQAC and Examination Committee. The Examination Committee along with IQAC plans the schedules for CIE. It is recommended that every department conducts at least 2 CIE for each paper. The departments can decide the number and type of methods to use but the general pattern suggested is- a. a written test for 25 marks b. 2 CIEs using an innovative evaluation method such as projects, surveys and report, Skits, role play, chart displays,assignments,worksheets, unit test. Each department has the freedom to select any innovative evaluation method for CIE.

The teachers prepare teaching plans, a detailed teaching schedule, and module T wise/chapter wise. The dates of Internal written tests, practical, Viva-voce, journal assessment examinations are all mentioned in the academic calendar.

- For Non-maths/Vernacular medium students we arrange a Bridge Course of Mathematics and English is conducted at the beginning of the academic year. A 30-hour course is designed by the IQAC Committee.
- The class tests are conducted according to the planning of the calendar.
- Result analysis is done after every evaluation and Slow and Advanced Learners are identified. Remedial lectures are conducted for those needing additional help.
- Supplementary examinations are conducted following the university guidelines.

Thus, the Institution adheres to the academic calendar for the conduct of CIE.

Co-Curricular Activities:

- Activities such as field visits, study tours and industrial visits are also planned in the Calendar.
- Add on/Certificate courses –soft skills, free career guidance courses with the support of NGO's are conducted.
- Certificate Course for Android development with internship is also conducted.
- Students are encouraged to do internship programmes. Because an academic calendar is in place, the students take up these projects at proper duration, thereby striking a proper balance between academics and these co-curricular activities.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

Since the college is affiliated to SNDTWU the curriculum followed is as prescribed by the university. The college offers degree programmes of BCA & BMS. The total numbers of courses offered by the college are 2 courses.

The courses under each programme are designed to achieve the programme outcomes and programme specific outcomes.

Course wise credits are planned by the Board of Studies for each programme and approved by the Academic Council of the University. The courses outcomes are printed on the syllabus prescribed by the University and are displayed on the college website with the complete syllabus.

At the beginning of each semester, during departmental meetings, teachers are oriented about the course outcomes and discuss the different activities that can be scheduled towards the attainment of course outcomes. The department budget is planned accordingly. Newly inducted faculty members in the department are also oriented about the course and course outcomes. Students are oriented about the courses that they are undertaking in every semester with the course objectives and outcomes.

The Course Outcomes (COs) represent the expected knowledge and skills student acquires at the end of a course.

COs have been thoughtfully defined for all courses across the various programs being offered. The Course outcomes of all courses offered are prepared by the respective course instructor at the start of the semester and uploaded on the college website.

The subject teacher maintains a teaching plan. The introductory lecture for all courses is meant for communicating the COs to the students. COs are revised, if a need be, after seeking approvals from the department level committee. The Program Outcomes (POs) which are based on Graduate attributes are disseminated amongst all stakeholders and are prominently displayed on Department notice boards, classrooms, college brochure and also the institute website. Workshops, seminars and webinars have been conducted to educate the teachers about the outcome-based education and its implementation. This has been done for both the departments of undergraduate programs being offered at the institute. They are also disseminated amongst all stakeholders and are prominently displayed on Department notice boards, classrooms, college brochure and also the institute website along with the POs.

In our institution, every faculty member understands the concept of Outcome based education and diligently tries to ensure that outcome attainments are met. As we explain to the students about the syllabus and topic for their curriculum faculty members are also given proper knowledge about the syllabus .Faculty members prepare proper teaching plan for the students which will help them to complete the syllabus on time and a thorough revision is planned for the students so that they will be able to score good marks in their exams. Almost all the teachers take class test after every module and ensures that each and student has thoroughly understood the topic.

File Description	Document
Upload COs for all courses (examples from Glossary)	**View Document**
Paste link for Additional information	**View Document**

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

Response:

Keeping in mind the Mission and Objectives of the institution the following measures are taken to attain the Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes(CO):

a. During admission, the institution offers one-on-one counseling to students. After the interaction and counselling, the student/parent is given a chance to make a choice of the programme which would be to the learning advantage of the student.

b. The Academic Calendar is prepared based on the planning of departmental activities; it also includes the schedules for the continuous formative evaluation and summative evaluations. The Departments plan and innovate on the continuous formative evaluation techniques.

c. The progress of the learners are evaluated not just on their summative assessment scores but it also includes their levels of participation in class, performance in internal assessments, and participation in co and extra-curricular activities at intra and inter college events and competitions.

d. The scores received by the students at the end of the semester facilitate calculations of pass percentage per course/ per programme.

e. The institution identifies academically advanced and weak learners based on overall performance of the learners to help the faculty members decide on the type and frequency of internal assignments to be assigned to the learner.

f. Faculty members meet every semester to discuss the performance of each student before finalizing the score- sheets.

g. The Departments keep a track of the progression of the learner into further education or employment.

At the beginning of every semester/year, the subject teacher conveys Course Objectives (CO) at the introductory part of respective subjects. The copies of the syllabi are kept in the department. It is distributed in the beginning of the semester /year, and/or students are asked to note it down. However, the student can download the syllabus from the website of our college www.sindhuputra.com. Further, the faculty of every subject explains the course objectives, evaluation pattern, marking scheme etc. to the students. It is also given in the syllabus of each subject. Following are the evaluation process of PO, PSO and CO.

- Unit test in each Semester as decided in the syllabus
- PowerPoint Presentation
- Quizzes or objective questions, if needed
- Semester examination
- Field/Project work for environment studies.

Marks of Unit test and Quiz are recorded in a register. The marks of model and internal exams are uploaded online to the university. The Institute provides opportunities to students to exhibit their understanding through the medium of expression i.e. oral or written. The outcome of the entire exercise is that the evaluation method does not become a hurdle while evaluating. Keeping this view in mind, some extra-curricular activities are subject and topic based. From these practices, a student can optimally express their knowledge and this enhances their confidence. 8. The Institutes follows the evaluation process of SNDT University. This type of evaluation includes term end internal assessment, concurrent evaluations and External examinations conducted at the end of the course. The examinations and results of University also measure the attainment of CO, PO and PSO.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 82.63

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

2020-21	2019-20	2018-19	2017-18	2016-17
66	86	67	38	63

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

2020-21	2019-20	2018-19	2017-18	2016-17
84	91	80	51	77

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.51

File Description	Document
Upload database of all currently enrolled students (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: 0

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

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

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 27

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	8	4	7

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

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.15

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2.2 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: 0.15

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3 Extension Activities

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

Response:

The institution has been conducting multiple extension activities in nearby locality and the college. These activities have sensitized students to social issues and helped in overall development of personalities of students and indirectly society as whole.

Although in our college there is no NCC/NSS, we are keeping utmost care of various extension activities and sensitizing students. We as a team with students committee are spreading the awareness about environment, pollution, waste management, health and hygiene etc. As a result, local people gain the knowledge about different causes, consequences, and solutions to environmental problems.

In BCA the students were having IPR and Cyber law and in the revised one cyber security which focus various concepts related to cybercrime, cyber laws, Indian IT act 2000 etc.. In addition to this many regular programs like Seminars/Webinars are conducted by the institute to educate students about their rights, duties and responsibilities of citizens. We have also invited police personnel to share their experience and inspire and motivate young girl students to contribute in building the nation. Seminars on topics like IPR, cyber security are conducted periodically.

.In the year 2021 our college (faculties & students) have distributed mask and sanitizer keeping in mind the spread of COVID 19. Thus local people committed to follow protocols of covid 19 by using mask. In this context the college inculcates social responsibilities and citizenship role among the students by providing platform to participate in extension activities that sensitize them to range of issue around them including campus cleaning, tree plantation, awareness programmes, medical camp, etc. Hence engaging students in community–based activities is priority of the college. Students are getting opportunity to learn how valuable and fulfilling it can be to give back to others. Students are exposed to various business activities like manufacturing of products, trading, costing, management, finance and accounting through Industrial visits to various organizations. These visits gave the students an understanding of operational skills. Students are guided to set up food stalls in college fest JASHNN to help them refine their business skills for startups. This activity creates a sense of enthusiasm and willingness among students to work towards startups.

Activities like waste management creates knowledge and awareness among students, students along with the help of staff have collected used practical books, used notebooks which later converted into a bundle of books. These books were distributed to needy students and to non teaching staff of our college.

These activities enable the students to cultivate and imbibe the inherent qualities like self-confidence, leadership, self-discipline, commitment , devotion, hard work and team work and also help them to excel academically.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 4

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last

five years

Response: 22.65

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

2020-21	2019-20	2018-19	2017-18	2016-17
120	100	80	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.4 Collaboration

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

Response: 12

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5	2	2	0	3

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

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 5

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	1	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The institute encourages all the departments to participate and implement best teaching and learning techniques. Depending on the basic analysis of understanding of the students the faculties adopt their teaching tools.

The campus is spread over an area of 12486 sq. ft. Total Five Floor building.

- On Ground Floor Open Hall for all events, Canteen, small Watchman room, toilets, back side Rain harvesting vermiculture pit, small & big plantation at boundary walls.
- On 1st Floor Auditorium (Seminar Hall Seating capacity 200), Girls Common room, Store room, Music System room.
- On 2nd Floor Trustee room, Director Room, Admin Section, Staff room, Computer Labs.
- On 3rd Floor Sanitary pad Machine and Class Rooms.
- On 4th Floor Library and Classrooms
- On 5th Floor Classrooms and Store room

The institute has provided all classrooms with sufficient number of benches, natural ventilation, platforms, Green/white boards. The class rooms are provided with projectors with internet facilities. All class rooms are cleaned regularly to maintain overall hygiene. The entire campus is under CCTV surveillance for safety and security purpose.

The infrastructure is available to conduct various technical activities such as seminars, workshops, expert lectures, conference, campus recruitments training sessions etc.

Library: and other adequate facilities. Apart from the regular Whiteboard, each classroom is Wi-Fi supported that enables the faculty to use ICT for effective teaching.

The College Auditorium is used for important college functions like the Annual day, Farewell and College fest, for guest lectures, conferences, workshops, social gatherings and campus placement, Seminars etc..

In addition to this, institute has sufficient well maintained wash rooms, Public transport facilities (concession Passes), and counselling facility.

SNDT Women's University Provides e-resources to all its student on payment of Rs. 100/- per year per student. This service has been subscribed by college. Faculty has access to these resources without any charges.

Students can use computers in the computer rooms and in the library, to work on their projects, to use Excel, Power-Point and Word Processing software. Faculty is able to use laptop on demand, to make presentations.

The Institute has 66 Computers. 3-laptops. All the computers are connected to Broadband internet connection with 50-mbps speed. The campus has secure Wi-Fi facility through - 2 Wi-Fi router 2 access point. Staff and students are provided with Wi-Fi connection on their laptops, tablets and smart phones.

The college has 9-CCTV cameras, 4-Notice boards, 1-LCD, 3-projectors, and 2-printers, 1 scanner.

File Description	Document
Upload any additional information	**View Document**
Paste link for additional information	**View Document**

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

Response:

The importance of extracurricular activities on Institute campus is well established. The Institute encourages and facilitates the students to participate in various activities to ensure skill like leadership, team spirit and holistic development. Amar Shaheed Hemu Kalani Yadgar Mandal's Smt.J.H. Wadhwa College of Technology and Kothari College of Management Studies has a rich culture of curricular and extra – curricular activities.

Cultural Activities: The College has a Student cultural committee to promote cultural activities and public speaking skills of students. The college cultural committees organize meeting training and workshops to cater to the taste and skills of the students. The committee encourage students to participate in cultural activities and competitions at inter collegiate, intra collegiate and University level.

The college encourage and gives a platform to the students to bring on the best talent by participating / organizing variety of cultural events in the entire academic year.

Cultural activities are conducted on different occasions like first year induction, farewell, teacher's day, National Festivals, Annual Festivals, Music Charity Concert, and Funfairs at the end of the Academic year.

Student Council (SC): is used for planning and executing all activities of the student council.

The institute has various avenues for hosting cultural events.

1. Multipurpose Hall
2. Ground floor for annual day

Audio-video equipment for cultural activities:

- **Sound system**
- **Projector**
- **Podium**
- **Public address system**

Our students participate in music, singing, dancing and performance of skit and awards in **"JASHNN"and "ANNUAL DAY"** cultural event**.** We Celebrated every year International Yoga Day and designated Days as (Multicolor day, Anarkali day, Saree day etc.)We celebrated every year Republic day and Independence Day with all the trustees, teaching staff and non teaching staff.

Sports: The institute has a dedicated room for **Indoor activities like:** Carrom, Table tennis, Chess etc.

International Yoga Day is conducted in the campus to keep the students mind calm.

Students actively participate in various activities including tree plantation, Blood donations, Save water, save environment, Beti Bacchao- Beti Phadhao, Free Medical Camps, Campus cleaning etc.

File Description	Document
Upload any additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 30

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

Response: 3

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 2.57

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.5	1.35	2.78	0.38	0.5

File Description	Document
Upload audited utilization statements	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Library being the heart of an academic and learning system is located on the 4th floor and is easily accessible by one and all. The library has cupboard for books and separate display racks for "New Arrivals". The mission of the library is to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services. It remains open 8 hrs a day (10 am to 6 pm). The diversity of the library collection includes Textbooks, Reference books, Donated Books, General reading English, Hindi as well as Marathi books, journals, Project reports, etc.

The Institute managing Library through Integrated Library Management System (ILMS) – E Granthalaya (Free) version 3.0

e- Granthalaya: e-Granthalaya is an Integrated Library Management Software from National Informatics Centre, GOI, New Delhi.

The College library uses e-Granthalaya for:

- Making entries for daily issue/return of books
- Generating reports by applying various filters like program-wise list of books, subject-wise list of books or a list of reference books etc
- Searching books by keywords like name of the author, title of the book etc
- Regular updates of books purchased by the library
- Finding the availability status of a book
- Maintaining the Membership details of Students and Staff members
- Generating Reports of the books issued
- Preparing the list of Student Defaulters
- Cataloguing, maintaining the database of books, member records and usage and book circulation with details of the fine calculated per day of defaulters.
- Maintaining only the record of books and their usage

Apart from this it consists of Encyclopedia, Dictionaries, and books for competitive exam, and other essential Knowledge resources. At present, the Library has more than **1587** books**.**

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: C. Any 2 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.29

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

2020-21	2019-20	2018-19	2017-18	2016-17
.248	.296	.312	.325	.293

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 0

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

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institute has regularly upgraded its IT facilities as per the needs and requirements in the last five years. The Institute has updated its IT facilities with increased number of computers, internet connection, broadband, laptops, LCD projector, scanner, printers, server online admission process, windows operating system, college website, etc.

Configuration: Intel 4i3 second generation, 2 GB & 4 GB Ram, 320 Gb Hard disk.

All facilities including hardware, software, internet, network and website have been updated through processes of purchase and maintenance. The college has recently upgraded the internet connection broadband from 2 MBPS to 50 MBPS. There are **66** desktop computers in the Institute.

The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped our college to create a student centric learning approach.

The teachers naturally leads in the complete adoption of ICT enabled tools to render teaching, almost all the teacher's use in some way or other ICT tools to teach and train their students.

Both the departments have LCD projector in Computer Lab and which is used for screening projects and for making power point presentations.

E- mails, WhatsApp group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

Internet and Wi-Fi facility is made available to all the students of our college in Campus and in all the classrooms at **free of charge.**

The institute purchases printers as per the requirements given by the departments.

Website

The College has an active website. The Website is dynamic and displays the latest notifications promptly.

The following comparative chart shows updates of ICT facilities in the last five years.

Sr. No.	Facility	Available
1.	Total Computers	66
2.	Campus Network	50MBPS
3.	Computer lab	02
4.	ICT enabled classrooms	Yes
5.	Smart boards	-
6.	Printers	02
7.	Number of LCD Projectors	03
8.	Wi-Fi facility	Available
9.	Laptops	03
10.	LED TV Set	01
11.	Lecture Capture System	-
12.	Scanner	01
13.	Xerox Machine	Yes
14.	Various Software	Tally ERP 9, Khushi Fee Software
15.	Antivirus Software	Quick Heal Antivirus
16.	UPS Battery	-
17.	Microsoft Office	Yes
18.	Window OS System	Yes
19.	Visual Studio	Yes
20.	Python	Yes
21.	Java	Yes
22.	C++	Yes
23.	CCTV	09
24.	Generator	-

File Description	Document
Upload any additional information	View Document

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

Response: 4:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: C. 10 MBPS – 30 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 38.5

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
14.75	28.27	16.43	8.7	6.91

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

The institute has an established system for maintaining and utilizing the physical and support facilities. Maintenance is carried out throughout the year and as when required.

Institute has kept maintenance of infrastructure, equipment and other facilities such as lifts, fire extinguishers, air conditioners in computer labs, water purifiers, water coolers, photocopy machines,

laboratory equipment, and computer systems.

To maintain internet connectivity and CCTV security system proper evaluation in a done timely manner. For electrical repairs, the institute has a regular electrician on campus. For other repairs and maintenance, there is a set procedure that is followed by the institute. The request for repairs and maintenance is entered in a register which is then discussed by the administrative staff with the HOD's /incharge person. Minor repairs of the equipment, computers etc. are done in-house by the technical staff.. The purchase requisitions are raised by the departments followed by purchase orders, invoice preparations etc. The college has biometric device to maintain the attendance of staff.

The college gives utmost importance to safety and security of students and staff therefore, CCTVs are installed in Campus, offices, staff room, Principal's cabin, Director's Cabin. The System Administrator is responsible for regular recovery of recording whenever required.

Procedure for utilization of facility:

1) Computer Lab.

- The college has appointed two technical persons for maintenance and upgradation and technical issues related to computers and electrical fittings.
- Class wise computer laboratory schedules are followed as per the time table.
- New requirements are processed by technical assistant from the department of BCA.

2) Library:

After admission in the College, students apply for the membership of the library and they get a membership card. On the membership card, books are issued for the duration of one week. Books may be renewed or returned. If not returned on time, the nominal fine is charged. For Reading Hall, students can get more books but they have to return those on the same day.

- Library staff takes care of the regular functions of library.
- Students use reading hall in campus from 10.00 am to 6.00 pm.

3) Classrooms:

- College time table is designed by faculty In-charges keeping in mind the maximum utilization of classrooms and physical facilities.
- Classrooms are allotted as per student strength.
- Separate non-teaching staff is appointed for cleaning Classrooms, college campus.

The College has Annual Maintenance Contracts for:

- Elevator

The College has the following: On Call basis

- Water Purifier
- Water cooler
- Biometric machine
- Sanitary pad machine
- Pest control
- Cleaning of underground tank and overhead tank
- CCTV
- LCD
- Fire Extinguisher
- Air conditioners

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 9.91

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
27	29	48	0	26

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 14.54

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
63	65	43	14	6

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 3.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	22	12	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely 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: B. 3 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 16.44

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
7	14	15	11	14

File Description	Document
Self attested list of students placed	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 28.57

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 24

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

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

Response:

The objectives of the student council are as follows:

1. To help in conducting Co-curricular activities, extracurricularactivities, culturalactivities, and social activities for students' personality development.

2. To resolve various minor problems faced, through the Student Council.

3. To develop leadership skills, teamwork, event management, and social awareness skills in the students.

In addition to this student council, members also help respected department teachers

1. To help students to participate in various state, national, or university level technical, and non-technical events.
2. Tohelp students motivate to take part in college-level events like Elocution Competition, Online Elocution Competition, and also in Cultural events like Jashnn, College Days, and Annual Day.
3. To introduce studentsabout the following days/activity: Fresher's Day, Orientation Day, Alumni Meet, Convocation Day, Farewell, Waste Management, Awareness on different topics like PCOS, Thalassemia, Cyber Crime Seminar, Camps like Free Blood Tests, Free Eyes check-ups, Free Dental Check-up, etc.
4. To direct volunteers about the events, and programmes and act accordingly.
5. To make them aware of the importance of days like Women's day, Teachers' day, Shaheedi Diwas,etc. Thus student council helps not only with organizing various events but also improvement of academics and students development.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 4.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	3	4	9

File Description	Document
Report of the event	[View Document](#)
Institutional data in 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:

Alumni Association

The college has an Alumni Association which is in the process of registration.We have organized two alumni meetings in the Academic year 2016-2017 and 2019-2020. In the Second alumni meeting, we discussed the registration of Alumni and we formed the committee members and its designation for Alumni. Due to a pandemic situation, in 2020 we could not complete the registration process. Social media is used as a tool to connect and network with alumni through Facebook pages, Instagram, and WhatsApp. The use of the college website is done to encourage the alumni to register themselves in the association. It is also a day for alumni to relive their days at the Institute and share memories and experiences. Membership is automatic upon completion of courses under any program at the Amar Shaheed Hemu Kalani Yadgar Mandal's Smt. J. H Wadhwa College of Technology & Kothari College of Management Studies. This Alumni Association brings all these pass out students together on a single platform.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Amar Shaheed Hemu Kalani Yadgar Mandal trust was established in the year 1973 and started our college in the year of 2008 under SNDT Women's University. The main objective of institution is to empower women to develop their full creative potential.

Vision:

"Empowerment Of Women Through Quality In Education"

Mission:

The College aims at the integral formation of "Intellectually creative, emotionally mature, morally responsible, spiritually enlightened, socially committed and Truly liberated" young women who will reposition themselves as self-reliant and responsible individuals, who would transform society.

Description:-

The college motto is empowerment of women through quality education. A.S.Hemu Kalani Yadgar Mandal's Smt J.H Wadhwa College of technology and Kothari College of Management Studies are committed to the empowerment of women   through quality oriented professional education.

To achieve the vision and mission statement college management has taken many decisions towards the education of girls. Some of the action plans taken by management are mentioned below for the reference.

- Scholarships awarded in terms of fee concession(17/5/2018)
- Scholarships received for the students from different NGO's(14/1/2019)
- 60 computers donated by Ratna Nidhi Foundation(14/1/2019)
- Old computers distributed to the first year students on need basis free of cost non returnable(14/1/2019)
- Medical checkup camps organized for students(5/1/2020)

In addition to this college has given free Wi-Fi access to students and staff. Students who has financial issues, those who don't have computers at home or proper space to study, college allow them to use computer lab and library after their lectures.

The purpose of education is not only to gain an educational degree to ensure ample job opportunities, but also to imbibe values in life to become a humble and good human being. We believe in empowering our

children in such a manner that they act as representatives of a meaningful and value based society! We keep in mind the importance of planning and prioritizing their time and the effective use of it which are essential to achieve success. We have a team of fabulous faculty members who display boundless energy and intense commitment which keeps the ethos of our college shining brightly.

Aims & Objectives:

1. To enhance purposeful education with "Human Values" and "Social Responsibility by participating in outreach programs.
2. To make students readily acceptable to the outside world and promote entrepreneurship.
3. Institute is renowned for producing university toppers
4. social, cultural, musical, recreational and sporting facilities to enable each students to realise as much as possible of their academic and personal potential while studying at the College.
5. To inculcate among women positive self concept, awareness of women's issues
6. Provides holistic education to develop skills, knowledge and value through well structured curriculum and instructions.

Salient features:

1. Well-equipped Computer Labs
2. Spacious Reading Hall(Library)
3. Toilets and water coolers on each floor
4. Spacious and Well equipped Class rooms
5. College in under surveillance of CCTV
6. Specious Hall(Auditorium)
7. Projector.
8. Internet facility.
9. Lift facility for Divyangjan

File Description	Document	
Paste link for additional information	[View Document](#)	

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

Response:

Faculty members who are administrator's/decision makers for various assigned jobs:

Sr no	Name	Position	
1	Shri S.P Vulchi	Hon.Director	
2	Ms. Lajwanti Punjabi	Lecturer	
3	Mrs. Reshmi Mary Jolly	BCA Coordinator	
4	Mrs. Savita J. Loke	BMSCoordinator	

In addition to the committees or bodies presented above, the college has the following Non-statutory committee:

Sr No	Name of the Committee	Headed By	
1	Academic	Mrs. Reshmi Jolly / Mrs. Savita Loke	
2	Cultural	Mrs. Priyanka Mahadik	
3	Placement	Mrs. Reshmi Jolly / Mrs. Savita Loke	
4	Library	Mrs. Kavita Pandey	
5	Canteen	Mrs. Pratibha Ghorpade	
6	Transport	Mrs. Pratibha Ghorpade	
7	Student Welfare	Ms. Lajwanti Punjabi	
8	Magazine, News Letter & Website	Ms. Niketa Pillai	
9	Seminar/ Workshop	Mrs. Shobha Kokane	
10	Parent/ Relation	Mrs. Reshmi Jolly / Mrs. Savita Loke	
11	Disciplinary	Shri. S.P Vulchi	
12	Attendance/ Class Teachings/ Student Progress, Communication	Mrs. Reshmi Jolly / Mrs Savita Loke	
13	Counselling	Ms. Sangeeta Wadhwa	

The institute always promotes the culture of participative management by involving staff and students in various activities. The college provides opportunities to all to participate in the decision making process, The college administrative and academic structure functions in a manner in which decisions are the result of participative management. The Hon. Director is the administrative and academic Head, followed by coordinators and teachers.

A) Education Committee Level: The Education committee delegates all the academic and operational decisions based to the vision and mission of the institute. The trust aims to make responsible citizens out of

its students who have a quest for higher learning and a clear moral compass. The management through the Hon. Director involves the faculty members in various activities related to the development of the Institute.

B) Director level: The Hon. Director heads the academic and administrative activities of the Institute and chairman of the IQAC committee. The Director forms various committees and appoints faculty members.

He supports the institution in meeting the overall objectives & the needs of individual students. He devotes as much time as possible to the supervision of the institution, observing methods of instruction and endeavoring to improve the efficiency of the staff and the college in general. All academic and operational policies are based on the unanimous decision of the Education Committee, the IQAC and the teachers of the college

Following committees are constituted in accordance to government guidelines:

1. IQAC
2. Grievance Redressal Committee
3. Placement Committee
4. Anti-Ragging Committee
5. Minority Cell
6. Committee for OBC/SC/ST
7. Internal Compliant Committee

C. Faculty Level: Faculty members are given representation in various committees/cells nominated by the Hon. Director and the Education committee, in the IQAC and other committees. They are encouraged to develop leadership skills.They are given authority to conduct industrial tours and to tie with industry experts and are appointed as coordinators and conveners for organizing seminars/workshops.

D. Student Level: Students are empowered to actively participate in co-curricular and extracurricular activities, social activities.

Hence, the Participatory approach creates a harmonious work environment which is one of the strengths of the college.

File Description	Document
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

One activity successfully implemented based on the Strategic Plan:-

Activity successfully completed as per the Strategic Plan is as follow:

Vision:

"Empowerment Of Women Through Quality In Education"

Mission:

The College aims at the integral formation of "Intellectually creative, emotionally mature, morally responsible, spiritually enlightened, socially committed and Truly liberated" young women who will reposition themselves as self-reliant and responsible individuals, who would transform society.

"Students Development & Participation"

Strategic plans of the Institution:

As per Institute's strategic plan it is prerogatory to ensure students development & participation.

Based on this plan, the Action plan was: To focus on Interpersonal skills, Quantitative ability, logical Reasoning of the students by providing them placement training provided by the two leading Training Agencies namely "Antarang" & "Techno serve".

Description:

In order to improve communication skills and aptitude skills of students. The Management suggested engaging professional agency for conducting Training & Placement sessions.

It was suggested to give more focus on Quantitative Ability, Logical Reasoning, Interpersonal skills, Grammar Vocabulary, Group Discussion, Personal Interview Techniques & Company specific Technique etc.

To improve students placements. It was suggested by the management that Training & Placement sessions need to be added in the both Departments BCA & BMS after their regular lectures.

By keeping in mind all the strategies college has decided to arrange ANTARANG & TECHNO SERVE to engage students professionally.

File Description	Document
Upload any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

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

Response:

The Hon. Director & The Coordinators of both the departments give academic recommendations to the Board of Trustees/Management. The Management gives strategic directions keeping in view the long-term goals and vision and mission of the Institution. Hon. Director along with Coordinators, IQAC coordinator prepares the action plan for implementation. Teaching Learning process is monitored by Hon. Director, Head of departments and Academic/Examination committee. Every year Academic calendar is prepared by NAAC Coordinator, IQAC Coordinator and teacher representative. Recruitment of teaching faculty members is done as per rules and regulations of SNDT Women's University. Sexual Harassment committee comprising of Teaching staff members is constituted to prevent unfair practices and to provide a mechanism to students. Girl students as well as women employees may report any Harassment / sexual abuse case at workplace to the committee in person. For examination related issues students may report to Examination committee.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The management has given several welfare measures and schemes for the faculty, non-teaching staff and students. The existing welfare measures for teaching and non-teaching staff are listed below.

Welfare measures for teaching staff:

- EPF scheme is implemented to all eligible members(as per EPF Rules)
- Leave rules for staff members.
- 3 months Maternity Leave with pay.
- Partial fee waiver for children's education.
- College organizes free health check up camp.
- Canteen facility.
- Library facility.

Welfare measures for non-teaching staff:

- EPF scheme is implemented to all eligible members(as per EPF Rules)
- Leave rules for non teaching staff.
- 3 months Maternity Leave with pay.
- Partial fee waiver for children's education.
- Canteen facility.
- Library facility.
- Medical insurance for non-teaching staff where in the management contributes 100 % towards the premium amount.
- Advance/Loan facility without interest
- Uniform is provided to class IV by the Management.
- Non-teaching staff is given flexible timing in case they are pursuing higher studies.
- Management arranges free medical checkup for non teaching staff.
- Festival Bonus is provided to the Non teaching Staff.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 28.57

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	6	4	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	1	0

File Description	Document
Reports of Academic Staff College or similar centers	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 56.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	4	1	4

File Description	Document
Upload any additional information	View Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

The success of any educational institution depends on the quality of its teaching and non-teaching staff. Together they play a vital role and are the backbone of the institution. Institutions cannot achieve their goals without them. To achieve the milestone of the institution, the staff needs to be motivated at work. The performance appraisal (PA) is one of the performance management tool that is used to measure the productivity of employees in different contexts.

Performance appraisal for Teaching and Non-Teaching staff

The faculty appraisal is undertaken with following objectives:

- To maintain records in order to determine compensation promotions, salaries raises, etc.
- To identify the strengths and weaknesses of staff.
- To assist teachers to reflect about their potential and to carry out their duties more effectively
- To provide a feedback to staff regarding their performance and related status.
- It serves as a basis to influence the working habits of the employees.
- To review and retain the promotional and other training programmes.
- To recognize the achievements of teachers and help them to identify ways of improving their knowledge, skills, attitudes and ultimately performance.

In short, Performance appraisal serves as a motivation tool to facilitate growth, development, efficiency and effectiveness of the teaching-learning process in the institution.

Appraisal Process for Teaching Satff

The process of appraisal would be scheduled at the end of the academic year. This is to enable the faculty reflect on their performance across the two semesters of the academic year.

The process of appraisal goes through:

1. Part I: Faculty details to be filled by Office Admin.
2. Part II: Self-appraisal format to be filled by every faculty
3. Part III: Assessment to be done by Reporting Officer(Coordinator)

4. Part IV: To be filled by the Reviewing Officer
5. Student feedback of teachers

Appraisal Process for Non-teaching Staff

The process of appraisal would be scheduled at the end of the academic year. This is to enable the faculty reflect on their performance across the two semesters of the academic year.

The process of appraisal goes through:

1. Student feedback for non teaching staff.
2. Analysis and review by the Director.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution prepares yearly budget for allocation of funds for optimal utilization of available resources.

Income and Expenditure account

Year	Income (Rs.)	Expenditure (Rs.)
2016-17	99,52,322	72,15,715
2017-18	1,12,36,614	78,64,821.33
2018-19	1,31,15,755	1,20,23,558.07
2019-20	1,49,10,790	1,30,36,455.54
2020-21	1,18,03,768.83	94,41,608.86

Following steps are taken by college for financial management

1. Annual budget is submitted under various heads such as Library, Computer Lab, Salary,

extra – curricular activities and Magazine etc and get approved from management.

1. Report from computerized a/c system.
2. Regular internal auditing of the transactions(Quarterly)
3. Yearly external auditing.(April/May)
4. College Audits are carried out by internal and external auditors.
5. The Auditors conduct Audit on 100% checking basis of all Payment Vouchers, Receipt Vouchers, Bills, Bank Reconciliations and Bank Statements.
6. 2015 to 2018 auditing is done by Mrs Pooja chuggani on a yearly basis and for the financial year 2018 to 2020 auditing is done by Mr. Vishal shah on a yearly basis.
7. The latest Audited financial statement on record is for the Financial Year 2021-22
8. There is no objection raised by the auditing agencies.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response: 14.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
5.43	5.4	1.89	1.27	0.20

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Amar Shaheed Hemu Kalani Yadgar Mandal trust is a self-financing private institute. It has a well-defined financial policy which ensures optimal utilization of finances for academic and administrative activities, Infrastructure, Governing body fees etc.

The institute is being run with self sufficient funds generated from tuition fees, bank interest and other miscellaneous incomes.

In case of shortage of funds, the management supports by providing the finance. In case activities like expansion and renovation of building, the management always supports by providing required finance.

The major sources of receipts or funding of the Institution are given below:

1. Fees collected from Students
2. Scholarships from NGO
3. Bank Interest on Deposits
4. Miscellaneous Receipts like- Sponsorship for cultural activities
5. Consultancy
6. Various funds are raised by the management from NGO and the well wishers.
7. Classrooms too are used for conducting Job fair.

File Description	Document
Upload any 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

Response:

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning.The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the Institutions.

The Internal Quality Assurance Cell (IQAC) was constituted in our institute since 17/01/2020 for effective implementation of institute policy with regards to quality improvement and assurance. IQAC having excellent communication at all levels.

The objectives of the IQAC are:

- To ensure continuous improvement of the Institution.
- To promote measures towards quality enhancement and institutionalization of best practices.
- To ensure improvement in quality of academic and administrative by regular inputs to all concerned based on feedback from students.
- To build a better internal communication.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The institute organizes IQAC meetings on regular basis in order to improve quality in every aspect.

Decisions taken by the IQAC towards the quality improvement of the institutions are

1. Mentor mentee program.
2. Stakeholder's feedback on syllabus and its transactions.
3. Performance based Appraisal System.
4. Action Taken Reports.
5. Implementation of quality insurance activities.
6. Academic diary for teachers.
7. Student soft skills development
8. Placement support
9. Faculty development programs
10. IIQA Submission
11. Steps towards the NAAC Accreditation.

The two practices institutionalized as a result of IQAC initiatives are as follows:

1. **Mentor mentee program:** In the IQAC committee meeting held on 21/09/2020 IQAC coordinator suggested to start Mentor Mentee program for our students. In which 6 classes of BCA and BMS are divided among teachers. This program is basically started to solve the overall problems of the students.
2. **ICT implementation:** The IQAC led efforts to the successful implementation of modern technology in the Institute's administrative functioning through ICT in the last five years. Automation of admission, financial and examination processes, upgradation of Wifi and LAN facilities, have significantly contributed to an enhanced quality of teaching-learning experience

File Description	Document
Upload any additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Our college IQAC is vibrant and is constituted as per the norms of NAAC. This committee was established on 17th Jan 2020.

The policy of college with regard to **teaching learning process** is as follows.

1. Motivation and appreciation of teaching and non-teaching staff to develop professional skill.
2. Develop and follow innovative teaching method.
3. Involve in co-curriculum and extra curriculum activities and contribute to overall development of

the students.

IQAC have excellent communication at all levels. There are frequent meetings with the staff members at various forums and these meetings ensure that all staffs are engaged in the quality policy making and implementation of the same in the Institution. In addition they

1. Assist the departments to organize conference/seminar/workshops/intensive coaching.
2. Monitor the proper implementation and analysis of overall academic and administrative performances of the college activities.
3. Support the teaching and learning goals articulated in the institution's strategic plan.
4. Maintains and checks Attendance registers and Academic diaries.
5. Prepare Department Level Academic Calendar well in advance before beginning of the semester.
6. Supervise allocation of subject based on the proficiency of the teachers.
7. Help to prepare Time tables with separate time slots for Training, seminar and Tutorials.
8. Monitors Time to time distributions of lesson notes and question bank.
9. Monitors attendance and performance of students.
10. Take student's feedback during academic year and make necessary changes/improvements if required.

The above stated institutional policy has contributed in following ways.

1. Effective implementation of system and processes that has increased overall efficiency of academic and administrative processes.
2. Made available special infrastructure for co-curricular and extra curricular activities.

Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are as follows.

- **Curriculum**

Course files of every course with the student's record are maintained by office. The faculties go through the curriculum and ensure that all the registered students fulfil the requirements of the course. Department Level Academic Calendar is prepared by the coordinators and the Director well in advance before beginning of the semester.

The following points are considered for reviewing the Teaching-Learning Process

- The academic feedbacks on all the subjects from the students.
- The feedback is analyzed and evaluated, every teacher is provided with a copy of feedback for making necessary correction and further consulted by the director and vice principal if required.
- Seminars, Webinars and workshops for students.
- Remedial classes for weak students.
- Tutorial lectures.
- Timely evaluated assignments.

- Students counselling is available to solve student's related problems.

- **Online Teaching-Learning Activities:**

The sudden change in the teaching-learning process during COVID-19 pandemic, situation was managed by using various platforms like Google Meet, Zoom. In that year to improve the quality of learning Process College decided to conduct many activities like college fest, interactive competition through Google platform. Faculty members created some videos on their course content.

File Description	Document
Upload any additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Annual gender sensitization action plan:

Every year our institute organizes various programmes on Gender Sensitization such as workshops / seminars on:

1. Gender Equity
2. Women Health
3. Women Empowerment
4. Menstrual Hygiene
5. Pre marital counseling and many other relevant topics.

Specific facilities provided for women in terms of:

a. **Safety and Security:**

As our Institution is affiliated to SNDT women's university safety and security of our students is our first priority. CCTV cameras are installed at the entrance gate, computer lab, cafeteria, staff room, office. Total of 9 cameras are installed and movement of students, faculty and staff is monitored.

Identity card is compulsory while entering the college for security purpose. Strangers are not allowed to enter into the college without giving the proper reasoning.

Fire extinguishers are installed in the college premises and they are regularly serviced to ensure they remain in good working order and function correctly when to be needed.

Student health related programs, free medical check-up, Eye check up, Blood test etc. are also organized. Health awareness programs like seminar, workshops are also organized in the college.

b. **Counseling:**

College has appointed Ms.Sangeeta wadhwa as a counselor for students. Full time she is available in the college to solve student's problems like personal, emotional, academic or career concerns.

From last 12 years she is been working with college as a counsellor. She is official appointed counselor of **PROJECT MUMBAI.ORG** for mental health and wellbeing in covid time.

c. **Common Room:**

College provides a common room for girl students with chairs and tables where they can spend their free time. Indoor games facility is also available for the students where they can play Carom, Chess and Table tennis etc.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Amar Ahaheed Hemu Kalani Yadgar mandal believes in "Keep Calm and just Go Green!". We started this concept from our college fest "Jashnn..2019". The theme of that event was "Go Green". During the event

saplings are given as a token of appreciation to all invited guests instead of Bouquets.

The importance of waste management and methods of waste disposal mechanism is taught to students through activities and courses such as Environmental Studies, Solid waste Management, Seminars, Tree plantation, campus cleaning etc.

The following initiatives are taken towards the waste management of solid waste and E-waste.

- Every day college building and campus is cleaned by housekeeping staff. They separate out dry /recyclable wet stuff in separate container.
- Separate garbage collection bins are kept for dry/ recyclable waste in computer lab, library, classrooms, office, staff room, seminar hall etc
- Old version computers are distributed among students.
- Rain water harvesting system is installed at the campus.
- The entire campus is no smoking campus, no one is allowed to smoke or consume tobacco in the campus premises.
- Institute promotes plastic free campus and less usage of carry bags.

Solid Waste Management

- Dry waste generated is sent for recycling and wet waste from waste bins and canteen leftovers are composted in our very own compost pit.
- The compost pit is maintained by the volunteers of different committees. The compost obtained is filtered, processed and then distributed.
- There is 1 compost pit installed by our institution in association with.
- The composting process is monitored by the Volunteers of diff committees.
- It takes at least 3 to 4 weeks to form manure.
- It is used for gardening in entire campus.

Liquid waste Management

- Liquid waste from the wash basin of canteen and toilet etc is properly drained out to avoid stagnation of water.

Waste Recycling System

- The paper waste generated is used by the creative team of our college during college fests.
- From Feb 2020 our college waste management committee has taken one step forward towards the recycling of unused ruled papers, they collected papers available in the campus to make notebooks and are distributed among underprivileged students and non teaching staff members.

E-Waste Management

- Electronic goods are put to optimum use; the minor repairs are done by the Computer Lab assistant.
- Flip flops, memory chips, motherboard, compact discs, cartridges, keyboards, power supply etc generated by electronic equipments such as Computers, Printers, are recycled properly with E waste

recycling company.

- The waste compact discs and are used by students for decoration during college fests as creative means of showcasing the waste management practice.

File Description	Document
Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)

7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: B. 3 of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Social/cultural activities not only help students to identify themselves with the college, but also assist students to develop themselves in the desired field and also improve their skills which are required to maintain a healthy relation with a community. Our institute provides a harmony towards cultural, linguistic, communal socioeconomic and other diversities with mutual respect, effective relationships, and clear communication. Every student has a freedom to express their own opinions and is given equal opportunity to participate in cultural and social activities irrespective of their caste, religion, background and area without any discrimination.

We always try to bring special children into main stream by offering admission without any hesitation, supporting their academics by providing extra attention and care.

The institution has an active student council and different committees wing to inculcate a sense of unity, discipline and harmony. There is no segregation of students on the basis of their language or communal background. Students feel safe and secure at the institute.

Institute has code of conduct for students, teachers, Librarian, Clerk and admin which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

The college has a formal Anti Ragging Cell from the Year 2015-2016 Constituted as Per the UGC Guidelines Which Looks after the Complaints of Ragging. College has taken the preventive measures to Eliminate Ragging among Students and to Provide Them Healthy Atmosphere for All Round Development. The Grievance Redressal Cell aims to look into the complaints lodged by any student and redress it as per requirement and have not seen any serious grievances till date.

Our college always motivates students to take part in different activities and this change we can see

as they move from first to third year. The girls are encouraged to promote a sense of gender equality by participating different activities, inter college fest.

Every year college organizes Annual day on or before "23rd March" in the remembrance of Mother of Shaheed Hemukalaniji who was the freedom fighter. For annual day every year college decides different themes to depict sense of respect towards all the cultures. Cultural and technical activities are organized inside the college to promote harmony towards each other.

College organizes different innovative competitions on the occasion of national and international day to give opportunity to all the students to be part of activities of the Institution. A Fresher's party is organized for the newly enrolled first year students of both BCA and BMS to give them a delightful start for their 3 years of journey. Exclusive competitions are organized by senior students for the first-year students which help to create a strong bond with them. Same way first year and second year students organizes farewell party for their seniors.

Every year college with the help of different committees also organizes college fest Jashnn, different days like Retro day, Traditional day and many more. All this establishes positive interaction among students of different backgrounds.

File Description	Document
Any other relevant information.	[View Document](#)
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

At Amar shaheed Hemu Kalani Yadgar mandal students are empowered to improve their educational outcomes and gain the life skills necessary to take on a successful professional career. We always believe in sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary education given at the institute through various means.

As in our college there is no NCC/NSS but then too we are keeping utmost care of various extension activities and sensitizing students. We as a team with students committee are spreading the awareness about environment, pollution, waste management, health and hygiene etc. As a result local people gain the knowledge about different causes, consequences, and solutions to environmental problems.

Sensitization of students and staff of the Institution towards constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects of BCA and BMS have topics which sensitize the students about the constitutional obligations e.g. In BCA they were having IPR and Cyber law and in the revised one cyber security which focus various concepts related to cybercrime,

cyber laws, Indian IT act 2000 etc. In BMS they have the subject Introduction to ICT which covers the same. Also, first year BCA students have Environment studies which give them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

In addition to this many regular programs like Seminars/Webinars are conducted by the institute to educate students about their rights, duties and responsibilities of citizens. We have also invited police personnel to share their experience and inspire and motivate young girl students to contribute in building the nation. Seminars on topics like IPR, cyber security are conducted periodically.

In the year 2021 our college (faculties & students) have distributed mask and sanitizer keeping in mind COVID 19. Thus local people committed to follow protocols of covid 19 by using mask. In this context the college inculcates social responsibilities and citizenship role among the students by providing platform to participate in extension activities to sensitize them to range of issue around them including awareness programmes, medical camp, etc. Hence engaging students in community–based activities is priorities of the college. Students are getting chance to learn how valuable and fulfilling it can be given back to others.

List of various activities conducted in the Institute for inculcating values for being responsible citizens as reflected in the Constitution of India are given below:

- Independence Day
- Republic Day
- Seminars / Webinars on IPR, Cyber security, Women's Rights, Consumer Rights, Financial Rights.

File Description	Document
Any other relevant information	[View Document](#)
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View Document](#)

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	[View Document](#)
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Institution Organizes National Festivals like Republic Day, Independence Day with enthusiasm .Every year our institute organizes Matru shakti Diwas in the remembrance of Mother of Shaheed Hemukalaniji who was the freedom fighter. These festivals mainly focus on the importance of national integrity and their role in it in particular.

1. **Republic Day**- Republic Day is celebrated on January 26. All the teaching, non teaching staff, trustees and management members comes together for Flag-hoisting followed by national anthem. By organizing such type of events institute does its share to immersed patriotism and awareness to next generation.
2. **Independence day**- It is celebrated every year along with teaching, non teaching staff, trustees and management members.
3. **Teachers day**:- Dr. Sarvpalli Radha Krishnan Birth Anniversary- On 5th September.Every year students organize a programme for the teachers followed by pot lunch.
4. **Matru shakti Divas** :- Every year college organizes Annual day on this day in the remembrance of Mother of Shaheed Hemukalaniji who was the freedom fighter.
5. **International Women's Day**: 8 March International Women's Day is a big event and is celebrated **to commemorate the cultural, political, and socioeconomic achievements of women**. College management arranges some small programs for teachers which include some activities, interacting session and lunch. Some time students arranges cake cutting program with love for their teachers.
6. **International Yoga Day-21 June**: Yoga is a combination of physical poses and breathing techniques that uplifts the psychological and physiological aspects of health. It has been known to bring in mindfulness, self-awareness and physical health benefits. The various asanas in yoga are designed to bring calmness to the wandering minds of the teenagers while making the hormonal imbalances bearable. Our college encourages students by arranging webinars, seminar, workshops on yoga its significance to students and Faculty Members.
7. **National milk day:** 26th November In India, **November 26** is celebrated as **National Milk Day,** since **2014,** to commemorate the birthday of the father of India's White Revolution, **Dr Verghese Kurien.** We celebrated this day by organizing Elocution competition.

File Description	Document
Annual report of the celebrations and commemorative events for the last five years	[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 No 1

1.Title of the practice: Right to Education

2. Objectives of the practice:

- **·To ensure every girl child should get equal and quality education.**
- To Support Strongly "Beti Bachao Beti Padhao" concept.

- **·To make nation's future brighter and better**
- **·To Enhance self esteem and self confidence in every girl.**
- **·To Support financially weaker students.**
- **·To Educate, to train and to qualify successfully every girl by giving the best education through our institution.**

3.The Context: The main challenge in front of our institution is that many of our students come from financially weaker section of the society. Students undergo various problems such as of stress, financial difficulties for paying fees, academic completion, and mental stress with other personal issues. Many of the students are good in the academics but because of their weak financial status, it becomes difficult to complete their studies. But these students have inspiration of completing education. So In according to the context, the institution has decided to provide financial support (Scholarships) to these needy students so their parents can get a big sigh of relief.

4. The Practice: Vision of Amar shaheed Hemu Kalani Yadgar mandal's smt.

Jamnabai Wadhwa college of Technology (BCA)and Kothari college of Management Studies (BMS) is to give "Empowerment of women through quality education" but 40% strength of our institution is from financially weaker section and paying fees of professional courses like BCA and BMS is one of the biggest challenge in front of them. As it is decided in the Managing Committee meeting to approach some of the NGO's to help our financially weaker students. So NGO like Nichal Israni Foundation providing scholarships by giving financial support to our needy students. So we motivate these students to get good percentage so that they can get schlorships in every academic year. Then a list of students from BCA and BMS is send to the above mentioned foundation/NGO's and then financial help for the same is being given.

5. Evidence of success:

Year	No.of students provided with scholarship	Amount of scholarship
2018-19	**BCA -5, BMS -5(Rs 10000 each)**	**100000**
2019-20	**BCA -5, BMS -5(Rs 15000 each)**	**300000**
2020-21	**BCA -15, BMS -15(Rs 15000 each)**	**450000**

6. Problems Encountered and Resources Required

In future we are expecting more financial support from NGO's so that every needy girl child will get a chance complete their education.

Best Practice No 2

1. **Title of the Practice: "**Education for Children with Special Needs"**.**
2. **Objectives of the Practice:**

- The Objective is to bringing educational opportunities to the doorsteps of every special child.
- To help them to acquire necessary social skills, emotional literacy to live and participate in college, home and community life as properly as possible.
- To help the special children to learn and acquire necessary skills for their self-help, independent living and leading future life as properly as possible.
- To give them equal opportunity wherever possible.

3. The context: At the time of admission we noticed that many parents of disabled students approaches us to admit their child for BCA and BMS . These students need to be handled individually by setting reasonable goals and boosting their confidence which make successful to achieve and complete their education.

As A.S.Hemu Kalani Yadgar Mandal's Smt J.H Wadhwa College of Technology and Kothari College of Management Studies are committed to provide empowerment of women through quality oriented professional education. We started giving admissions to the children to physically challenged students so as to facilitate integration into the mainstream of the society.

4. The Practice

We always try to bring special children into main stream by offering admission without any hesitation, supporting their academic by providing special extra attention and care. Teachers always supports, motivates these students in their academic year with personal attention

Besides these teachers encourage physically disabled students to participate in cultural fest, other academic events so that they feel Life are normal and fruitful like other able students. We provide scribe facility to them if required. Not only teachers but other classmates also support them in their curriculum.

Strategies for Learning and Teaching disabled students of our institution

- We Encourage independence.
- We Remove obstacles so that the students can move freely from lesson to lesson.
- We Encourage support for the student from classmates.
- We consider physical access issues such as toilets, lifts and classroom lectures and giving presentations.

5. Evidence of Success:

- A list of girls who have taken admission in BCA and BMS streams.

Sr. No	Student Name	Type of Disability
1	Ms. Shroff Simran Manoj (BMS 2020-21)	Physical Impairment of whole body
2	Ms.Sawant Akshata prashant (BMS 2020-21)	Physical Impairment of whole body
3	Ms.Gupta Upasana Suresh (BCA 2020-21)	Hearing Impairment in both ears
4	Ms.Choudhari Sakshi (BCA 2020-21)	Hearing Impairment in both ears
5	Ms.Bhakti Mahesh More (BCA 2019-20)	Hearing Impairment in both ears
6	Ms.Preet S.Vora (BCA 2017-18)	Cerebral Palsy

7	Ms. Deepti Ganesh Kakkirala (BCA 2017-18)	Autism spectrum Disorder
8	Ms.Rashmi Mahendra Ture (BCA 2015-16)	Visual Impairment(Both eyes)
9	Ms.Pallavi Mahadev Pandit (BMS 2015-16)	Visual Impairment (Cogenital Glaucoma R.E. 0.9)
10	Ms.Sharada Ramesh (BCA 2011)	Mild Mental Retardation

6. Problems Encountered and Resources Required

We Teachers are not trained to handle disable students but we help them in every aspect. In future we are expecting resources required to develop their skills so that we get the Best results.

File Description	Document
Any other relevant information	**View Document**
Best practices in the Institutional web site	**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:

"Empowerment of Women through Quality in Education"

Our college's vision statement clearly defines qualities that we want to inculcate in our students: women who become able, independent and accountable in every aspect of life. In the last five years, we chose to focus on one sphere to bring about a marked improvement—that of enhancing students; professional competence and providing them opportunities in the job market.

A.S.Hemu Kalani Yadgar Mandal's Smt J.H Wadhwa College of technology and Kothari College of Management Studies are committed to the empowerment of women through quality oriented professional education.We firmly believe that to provide a wide range of professional and vocational courses to meet the social and economic demands. We draw our strength from our founder's commitment, hard work and foresight.

Our management understands, Education is the most powerful weapon which you can use to change the world and an effective way to break out of the cycle of poverty. Millions of students from poor families are still struggling to be upgraded in their studies to become on par with urban counterparts. Out of the total

strength of the girl students 40% are from financial weaker sections including without proper access to education, health and other productive resources. Therefore, they remain largely as the marginalized poor and socially excluded. Joining a degree college and acquiring higher education involves money. So the poverty-stricken and tradition-bound parents reluctantly admit their daughters to colleges.

Being the most vibrant and dynamic segment, the youth including girls, is our most valuable human resource. We cannot afford to neglect our female force to be the victims of discrimination, exploitation and segregation. So the college resolved to empower female students to face the changes of life boldly and successfully for a life of peace, harmony and dignity. To achieve this aim, the college management, Head of the institute and teachers decided to conduct awareness sessions during leisure hours sensitizing the girls to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts. They also draw an annual action plan for organizing various awareness programmes / seminars /workshops and interactive sessions.

The Director along with the Coordinator monitors the implementation of the plan. The Coordinators and the Teachers are responsible for the implementation of the programmes and thereby gain confidence in their abilities. It aims at curbing the social evils like eve-teasing, ragging system providing necessary counselling and guidance by professional women counsellors, importance of higher education for higher enlightenment, mental and physical fitness organizing health checkup camps, sessions with them for giving importance to their own wellbeing, health and hygiene along with their families as it has often been seen that such underprivileged and economically deprived group of society ignore their own health and hence catch many diseases.

Our college has also installed sanitary napkin vending machine for our students. We have arranged an interactive session with well-known Gynecologist Dr. Dilkhush for students . We also organized self-defences seminars alongwith practical's for students to handle the dangerous situation which requires proper self-defence tactics. This ensures fearless, safe and healthy atmosphere in campus.

Our management has also taken an initiative to identify the NGO's which help students financially and impart training to face the urban culture. In order to improve communication skills and aptitude skills of students. The Management suggested engaging professional agency like ANTARANG and TECHNOSERVE for conducting Training & Placement sessions. It was suggested to give more focus on Quantitative Ability, Logical Reasoning, Interpersonal skills, Grammar Vocabulary, Group Discussion, Personal Interview Techniques & Company specific Technique etc.

To improve student's placements, it was suggested by the management that Training & Placement sessions need to be added in both the Departments BCA & BMS after their regular lectures. The initiatives taken by ANTARANG and TECHNOSERVE are:

- Students selected for training, send further to job fairs. This creates a connection between the campus and the corporate world.
- The training session covers writing application letters, resume preparation, interview skills and familiarization with the job market.

In addition, we have been holding workshops and talks about entrepreneurship, motivation, and job opportunities in various sectors. This helps to improve students; professional competence and providing them opportunities in the job market.

Most of the students from our college are below poverty line so education is the main problem for them. As our vision and mission mainly focus on education of women so management decided to support those students financially who are willing to study. So college has introduced many NGO'S like Desai Foundation, Kuppa Rukmini charitable trust, Nichal Israni Foundation they provide scholarships for students who belongs to financially unstable background. This benefits parents to lower down their financial burden.

In spite of these we have given empowerment to our students in the college itself. One student from BCA recruited as a staff member in the college office and a student from BMS department   after completing the M.COM, working as a visiting faculty with us.

Women Empowerment is the need of the hour as it enhances self confidence, self esteem and freedom of choice in making decisions of their own without any gender bias. By keeping the vision and mission in mind our institution is continuously concentrating on creating awareness on the basic issues including gender equality, health, hygiene, economic development etc. with quality education and empowerment.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

We are committed to the holistic development of students and faculties through various platforms. Students are empowered to improve their educational outcomes and gain the life skills necessary to take on a successful professional career.

Current year 2020-2021 was a pandemic year. This has impacted Universities and Colleges around the world, causing major changes to student's education, mental health and career. But still using the digital platform like Google classroom, Zoom and Google meet we could keep the learning/training continued. So our data has been affected in all the criterias and was a tough task.

In the academic year (2018-2019) our BCA student Ms. Khushboo Vishwakarma secured 2nd position in all India ranking of SNDT Women's University and BMS student Ms. Eram Ansari secured 5th position. They were honored with a memento and cash prize in the annual day function.

Ms. Savita Loke, a faculty (BMS Department) has been appointed as a member of the CBCS(Choice Based Credit System) committee in SNDT University. Ms Reshmi Mary Jolly has been appointed as Director of CAP(Central Assessment Process) in SNDT University.

We have started celebrating JASHNN our College Fest since the year 2014. JASHNN is one of the grand cultural activities organized in our college. The fest is celebrated for 3 days. It is an intercollegiate fest and students from different colleges participate in this fest. It is a free platform for students where they can show their talent and this also helps students to be more confident.

We have started celebrating International YOGA day since the year 2015. This is celebrated among the students to make them understand the importance of Yoga in their life. It helps the students understand how to maintain harmony between body and mind. We organize sessions for students to explain the importance of Yoga.

In the year (2017 - 2020) we had one student Deepti Ganesh Kakkirala. She is an Autistic spectrum Disorder still she has successfully completed her graduation and she got placement within three months. Our Institution always encourages physically challenged students and the students with Hearing impairment.

Concluding Remarks :

The institution, established in 2008-2009 has been striving to achieve success through academic excellence and holistic development of students. The institution has its strengths, its weaknesses and is constantly trying to find opportunities to overcome challenges that it faces while trying to realize its vision.

SNDT Women's University is committed to the cause of women's empowerment through access to education, particularly higher education, through relevant courses in the formal and non-formal streams. The university is committed to meet the changing socio-economic needs, with human values and purposeful social responsibility and to achieve excellence with "Quality in every Activity" through vocational and professional courses for women.

Since the institution had already initiated the use of ICT technology, online systems for administration, it was easy for the institution to plan for its activity during the lock-down period because of the Covid-19 pandemic. We started to take online lectures in Google Meet and we also took regular class tests in Google form.

Institution promotes participation of its students in academic, co-curricular and extra-curricular activities for their development and enhances capacity building through value added courses.

To conclude, we visualize the SNDT Women's University as a world class university that continually responds to the changing social realities through the development and application of knowledge. The purpose of such engagement will be to create an inclusive society that promotes and protects the dignity, equality, social justice and human rights for all, with special emphasis on empowerment of women.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.2	**Number of Add on /Certificate programs offered during the last five years** 1.2.2.1. **How many Add on /Certificate programs are offered within the last 5 years.** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
6	7	6	4	1 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
6	7	6	4	1	
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
170	216	302	99	35 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
170	216	302	99	35	
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
28	44	43	36	55 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---	

28	30	30	30	30

2.6.3	**Average pass percentage of Students during last five years** 2.6.3.1. **Total number of final year students who passed the university examination year-wise during the last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
66	86	67	38	63

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
66	86	67	38	63

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
85	90	80	51	77

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
84	91	80	51	77

Remark : Values have been changed as per HEI Clarification response

3.1.3	**Number of Seminars/conferences/workshops conducted by the institution during the last five years** 3.1.3.1. **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	11	5	10

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	8	4	7

Remark : Values have been changed upon the analysis of the attachments /office order provided

	by HEI in Response Clarification .
3.2.1	**Number of papers published per teacher in the Journals notified on UGC website during the last five years** 3.2.1.1. **Number of research papers in the Journals notified on UGC website during the last five years.** Answer before DVV Verification: Answer After DVV Verification :
3.2.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.2.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years** Answer before DVV Verification: Answer After DVV Verification :
3.3.4	**Average percentage of students participating in extension activities at 3.3.3. above during last five years** 3.3.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years** Answer before DVV Verification: Answer After DVV Verification :

3.2.1 – Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

3.2.1 – Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

3.2.2 – Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

3.2.2 – Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

3.3.4 – Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
150	140	120	0	0

3.3.4 – Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17

| 120 | 100 | 80 | 0 | 0 |

Remark : Values have been changed as analysis of documents provided by HEI in Clarification response

4.2.3	**Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
.248	.296	.132	.325	.293

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
.248	.296	.312	.325	.293

Remark : Value has been changed as per HEI Response

4.3.3	**Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. ?50 MBPS
Answer After DVV Verification: C. 10 MBPS – 30 MBPS
Remark : HEI name is not reflected in the bill. Value changed accordingly

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

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)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7.47	9.36	16.44	8.67	6.91

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
14.75	28.27	16.43	8.7	6.91

Remark : Values have been changed as per HEI Clarification response

6.2.3	**Implementation of e-governance in areas of operation** 1. **Administration** 2. **Finance and Accounts** 3. **Student Admission and Support** 4. **Examination** Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. 2 of the above Remark : Only Student Admission and Support Examination have ben considered
6.4.2	**Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)** 6.4.2.1. **Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
5.5	5.4	2.5	10	0 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
5.43	5.4	1.89	1.27	0.20	 Remark : Modified by considering audited statements provided in 4.1.4 & 4.4.1
6.5.3	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality intitiatives with other institution(s)** 3. **Participation in NIRF** 4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D. 1 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus**

	Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above Remark : As per the extract, ONE of the above [i.e. sl no. 3] has been considered.
7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: C. 2 of the above Remark : As per the extract, TWO of the above [i.e. sl no. 4 & 5] has been considered.
7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:** 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : D.1 of the above Answer After DVV Verification: D.1 of the above
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Divyangjan friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment** 5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above
7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per the extract, three of the above [i.e. sl no. 1, 2 & 4] has been considered.

2.Extended Profile Deviations

ID	Extended Questions
1.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14.85	32.4	26.02	12.13	11

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
33.56	56.17	56.39	25.17	20.03