Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**ST. GONSALO GARCIA COLLEGE OF ARTS COMMERCE**
Name of the head of the Institution	**Dr Cecelia Carvalho**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07767811134**
Mobile no.	**9422385050**
Registered Email	**stgonsalogarciacollege@gmail.com**
Alternate Email	**gonsalogarcia@yahoo.com**
Address	**Behind Municipal Cricket Ground**
City/Town	**Vasai (W)**
State/UT	**Maharashtra**
Pincode	**401201**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Jose George**
Phone no/Alternate Phone no.	**07767811134**
Mobile no.	**9158088102**
Registered Email	**ggcollegeiqac@gmail.com**
Alternate Email	**lissy63jose@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.ggcollege.ac.in/naac-iqac/

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	https://sites.google.com/site/ggcollege krc/academic-calendar

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	B+	76.80	2004	16-Feb-2004	15-Feb-2009
2	B	2.43	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC

17-Dec-2005

7. Internal Quality Assurance System

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

Promotion of Research activities	01-Jun-2017 180	45
N List facility started for teachers and students.	01-Apr-2017 365	253
OPAC for the students and faculty	12-Aug-2017 207	3544
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Online admission process for all programmes.

N List facility started for teachers and students.

OPAC for the students and faculty

Promoting participation of faculty in paper presentations, minor research projects, registering for Ph.D

Career orientation programmes organised for students

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

Plan of Action	Achivements/Outcomes
Promoting Sports and Cultural activities	Won zonal championship at University of Mumbai cultural festival and medals in throw events at the University and intercollegiate and regional prizes in cultural and sports events
Parent teacher meetings to be encouraged	Parent teacher interactions were held for students with less attendance and during result declarations
Career orientation programmes to be organised for the benefit of the students	Workshops, talks were organised by various departments for students during the year.
Practical exposure to be given to students	Departments of Economics, Psychology and Sociology, Rural Development, BBI,BMS,BAF organised industrial visits for students.
Promotion of research	28 Teaching faculty presented papers, 09 attended various International , National , State seminars, conferences while 08 were called as resource persons at various State level seminars. Two faculty members undertook minor research projects of the University of Mumbai received grant of Rs. 55,000
Start OPAC facilities	OPAC facility was started with intranet access to all library users. User can check the status of book availability in the library, book search etc.
N List facility 1/4/2017 to 31/03/2018	N List facility started for teachers and students which provides access to 31,35,000 e books
Online Admission from Next Year	Agreed to provide the online to Future Tech Partner who have done our admission
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	20-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	30-Sep-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1.Management Information System The college has developed management information system so as to provide information to various authorities from time to time. Information provided is used for analysis, communication and planning and decision making. The following elements support the system Office Computers in the administrative college office are designated to manage diverse administrative activities. They are connected by LAN. Office is also equipped with internet connection to facilitate better functioning. Laptops are provided to Principal and Vice Principal for their administrative work. Scanners and printers are provided to the Principal ,Vice principal and administrative office. Examination The examination control room is equipped with a computer and a printer for question paper printing and downloading. Copying and reprography machines are installed to help the examination functioning. Library The library is equipped with computers, printers to operate the software for running the library as fully automated. the Library is using the OPAC programme. which gives information about the books available in the library, issued books etc., Presently library staff started uploading information about the books and Magazine used in the library The College office is having programmes for Students fees. The XL Excel Infotech, programme is used for the same. It provides information on fees collected under different heads , fee due list, various reports required to be

submitted to the management and university. The same organisation provides Salary software which is used by the office and helps in computation and preparation of individual salary statements, employee profile, salary analysis reports, income tax computation, preparing salary slips, statements required to be submitted to JD office. Financial data are recorded by using Tally package version 9. this provides information for preparing final accounts. The programme also provides information about various spending and collection. college uses two tally packages managed by registrar and account staff. MKCL software an integrated e governance solution for universities and colleges is used to manage student information and data. The admission of students, enrolment in university, payment of university fees, examination fees. College authorities can login and collect various information required. The software provided by Future Tech Partner using 2016 ACADMiN. v 1.0 helps to create a cloud based support system to facilitate the speedy finalising of results. The software helps in calculation of results, deciding of grades, generation of reports and creation of mark sheets as per university formats. The official emails are maintained by the college for different activities like exam, website, college office, department communications etc., The needed information is passed on to the concerned persons through the emails. The college website is used to communicate information about the college to the stake holders. Goggle forms and different softwares and college web sites are used for feedback The Officer on Special Duty collect in formations from the office and analyse the same and provide input to management to take necessary action.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution follows the curriculum planned and designed by the university. The university conducts workshops for revised syllabus in various colleges affiliated to the university. The institution sends its faculty to attend these workshops. These interactions and feedbacks enable the faculty to understand the curriculum and also suggest changes based on class interactions. The faculty share their inputs with other members of the department during department meetings. 3 of the faculty (Accounts, Economics, Rural Development) are members of BOS. Their interactions help to develop the syllabus and make it more job and market oriented.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accounts	09/06/2017
BA	Marathi, History, Rural Development, Economics, Sociology, Hindi, English	09/06/2017
BMS	Management	09/06/2017
BCom	Banking and Insurance	09/06/2017
BCom	Accounting and Finance	09/06/2017
MCom	Financial Accounting	17/07/2017
MSc	Information Technology	24/07/2017
BSc	Information Technology	09/06/2017
MA	Rural Development	17/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Remedial Course in Mathematics and Statistics	08/09/2017	25
French Language Course	21/08/2017	25

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Rural Development	143
BCom	Financial Accounts	300
MA	Rural Development	48
MCom	Advanced Accounts	47
BCom	BMS	60
BCom	BAF	60
BCom	BBI	60
BSc	Information Technology	70
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Students feedback regarding teaching faculty is taken. They are chosen from different programmes and courses. Students who attend regularly lectures are selected. Questionnaires are given to the selected group of sample students . The IQAC team analyses the data collected. The findings are put forward to the Principal who forwards it to the Department head. The Departmental head shares the feedback with the faculty , gives necessary suggestions and counselling them where ever necessary.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, Hindi, Economics,Sociology, Rural Development,English, Marathi	360	400	290
BCom	Financial Management and Accountancy	636	800	635
BMS	Management	138	200	134

BSc	Information Technology	120	150	91
MA	Rural Development	40	50	16
MCom	Accountancy	60	100	59
MSc	Information Technology	20	10	8
BCom	Accounting and Finance	138	200	134
BCom	Banking and Insurance	72	100	64

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1348	137	37	0	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
64	23	10	8	1	4

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

Mentoring takes place wherein teachers interact with students out of the classroom, helping them with curriculum related topics, career options and choices, new courses, communication skills, morale building, counselling. Students also discuss subject areas which they have not been understood in class. Faculty guide weak learners to help them cope with the subject. No formal system has been evolved yet. During classroom teaching teachers inculcate social values, need and importance of ethics in study and work life. They discuss current happenings updating them of changes taking place. In charges of cocurricular activities like NSS, NCC, DLLE train students to work independently, assigning responsibilities of planning and organising programmes and working in groups. Dynamic students are chosen as leaders and are sent for leadership camps. Students are involved and engaged in various social, cultural projects, helping them to become responsible, sensitive and better citizens. The students through NSS,NCC,DLLE coordinate their activities with outside agencies too. Such activities groom students to become able individuals, respecting gender equality, working in teams,

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3544	37	1:96

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
45	37	8	0	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

University Reforms:: 1. The University of Mumbai continuing with its policy of bringing uniformity for all the affiliated colleges introduced in the second year programmes the common dates of exams. 2. The question papers are sent on secured online portal which is downloaded in the college one hour before the scheduled exam time. College Reforms: 1. The college maintains a control room for examination, question paper printing, packing and distribution. 2. The control room consists of 2 Reprography machines and 1 copying machine, a computer with an internet connection, and air conditioner and 24hrs CCTV camera surveillance and an entry and exit book to record the personnel movement which helps in maintaining the expected standards of secrecy. 3. Question papers are printed and sent to the room in packed packages. 4. Qualified junior supervisors are appointed to maintain quality of supervision. 5. Answer books are collected, stored and delivered to the concerned faculty for evaluation 6. Hall tickets with seat numbers were distributed to the students in advance and the seat numbers are published on the examination notice board daily. 7. Answer sheets are moderated by qualified faculty from other colleges. 8. Students are allowed to apply for revaluation within 15 days from the date of declaration of results. University Reforms:: 1. The University of Mumbai continuing with its policy of bringing uniformity for all the affiliated colleges introduced in the second year programmes the common dates of exams. 2. The question papers are sent on secured online portal which is downloaded in the college one hour before the scheduled exam time. College Reforms: 1. The college maintains a control room for examination, question paper printing, packing and distribution. 2. The control room consists of 2 Reprography machines and 1 copying machine, a computer with an internet connection, and air conditioner and 24hrs CCTV camera surveillance and an entry and exit book to record the personnel movement which helps in maintaining the expected standards of secrecy. 3. Question papers are printed and sent to the room in packed packages. 4. Qualified junior supervisors are appointed to maintain quality of

supervision. 5. Answer books are collected, stored and delivered to the concerned faculty for evaluation 6. Hall tickets with seat numbers were distributed to the students in advance and the seat numbers are published on the examination notice board daily. 7. Answer sheets are moderated by qualified faculty from other colleges. 8. Students are allowed to apply for revaluation within 15 days from the date of declaration of results.

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

The academic calendar is a reflection of the activities proposed to be done during the year by different departments of the college. The proposed programmes are thought of, discussed and planned in departmental meetings, which is submitted to the Principal before the close of the term. The exam dates are prepared based on the term dates which are announced by the University of Mumbai . The proposed dates of the internal examination are put up by the Examination department which is displayed on the notice board and the college website. The dates for external examination are declared by the University which is conveyed to students through displays on notice boards and the website. Additional examination and ATKT examination dates are also decided according to university norms. The academic calendar is displayed on the website of the college.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UBCOM	BCom	Financial Accounting and Management	517	421	81.43
UBA	BA	English,Hindi,Marathi,Sociology,Economics,Rural Development, History	195	128	65.64
UAF	BCom	Accounting and Finance	69	60	86.95
UBI	BCom	Banking and Insurance	62	42	67.74
UBMS	BMS	Management	70	54	77.14
USIT	BSc	Information Technology	73	39	53.42
05	MCom	Advanced Accountancy	44	44	100
01	MA	Rural	29	23	79.31

		Development			
01	MSc	Information Technology	1	0	0

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2.7 – Student Satisfaction Survey

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	APD Section , University of Mumbai	0.25	0.25
Minor Projects	365	APD Section , University of Mumbai	0.3	0.3

View File

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Hindi	1	5.5
International	Hindi	1	4.0
International	Commerce	1	2.14

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	4
Economics	4
Hindi	1
History	6
Commerce	8

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	3	5	0
Presented papers	13	13	2	0
Resource persons	0	0	8	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Voters Awareness rally	DLLE / Local Magistrate Office	4	22
Environmental Awareness Rally	DLLE / Green Hammer Welfare Foundation	4	40
Anna Poorna Yojana	DLLE	4	75
Tree Plantation	NCC / Local Gram Panchayat	2	80
Swacha Bharat Abhiyan	NCC / Local Gram Panchayat	2	80
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	2	23
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	2	20
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	2	43
International Yoga Day	NSS	2	35
Tree Plantation	NSS/ Lions Club	2	35
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Residential Camp	NSS / Gram Panchayat Dohale, Koshimbi	7 Day Residential Camp	3	54
Plastic Awareness Programme	NSS / Green Hammer Foundation	Rally	2	125
Anti Drug Campaign	University of Mumbai / Nash abandi Mandal Maharashtra Rajya	Anti Drug Campaign	2	20

Voter Awareness	Tahasildar Office	Voter Awareness	2	95
Voter Registration	Election Commission of India	Voter Registration Drive	2	300
Road Safety	Traffic Police	Road Safety	2	15
HIV/AIDS Awareness	NSS	Rally / Visit to Kripa Foundation VRACS	2	80
Health and Hygeine	NSS / Sir JJ Mahanagar Blood Bank	Thalassemia testing	2	157
Blood Donation Camp	NSS / Sir JJ Mahanagar Blood Bank	Blood Donation /	3	55
Youth Day / Quizymic	NSS/ABVP	Quiz	2	60
Swacha Bharat Abhiyan Week	NSS	Beach Cleaning /Jetty cleaning/Campus cleaning / Historical site	2	250
Tree Plantation	NSS/ Lions Club	Tree Plantation / Environmental Conservation	2	26
International Yoga Day	NSS	Yoga Training Programme	2	35
Voters Awareness rally	DLLE / Local magistrate office	Rally	4	22
Environmental Awareness Rally	DLLE / Green Hammer Welfare Foundation	Rally	4	40
Anna Poorna Yojana	DLLE	Anna Poorna Yojana	4	75
Tree Plantation	NCC / Local Gram Panchayat	Tree Plantation	2	80
Swacha Bharat Abhiyan	NCC / Local Gram Panchayat	Swacha Bharat Abhiyan	2	80
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	No Plastic Zone / Killa Bunder	2	23
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	Clean Up Drive Kaman	2	20
Swacha Bharat Abhiyan	NCC / Customs (preventive) MP wing	Clean Up Drive,Arnala	2	43
		View File		

3.5 – Collaborations			
3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year			
Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Skill Orientation	Skill set enhancement and employab ility support	Technoserve	20/01/2018	23/02/2018	118
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	481743

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Partially	17 05 04.000	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	112500	1795247	1164	135364	113664	1930611
Reference Books	17166	3911853	500	207986	17666	4119839
e-Books	0	0	135521	5750	135521	5750
Journals	22	24915	0	0	22	24915
			[View File](#)			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	87	65	5	0	0	8	7	10	4
Added	13	0	0	0	0	0	0	0	11
Total	100	65	5	0	0	8	7	10	15

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	[NA](#)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites

| 700000 | 673599 | 500000 | 481743 |

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

Annual maintenance contracts are entered into by the college to maintains its physical facilities. A technician is appointed for the upkeep of electrical, plumbing ,furniture, classrooms etc. The gymkhana needs are taken care of by a sports caretaker and support staff. Coaches appointed by the college train students for different university , district and state level competitions. Every year required sports materials are purchased as per the needs of the college. The ground is rented out for marriages functions. The college premises is also made available for IDOL, C.A., exams. The library has a full time librarian and dedicated staff and space to meet the needs of the students. The library Support staff keep the library clean and tidy. There is a library committee represented by departmental heads and in charges who recommend the needs of the departments and faculties. Book exhibitions are organised and books are purchased by the departments, teachers and students. Library organises different days like Vachaan Prerna Diwas, days of emminent writers. Computer labs are maintained through maintenance contracts to outside agencies. Lab attendants take care of the cleaning and needs of the computer lab. Projectors installed in classrooms are maintained through annual maintenance contracts. Classrooms are maintained through regular cleaning by the college support staff . For the cleaning of washrooms and upkeep of grounds a support staff is specially appointed. Mr. Vinod Gowari looks after Gymkhana and Coach students organises different sports and games through various coaches. Mr. Rakesh Fonseca is appointed for looking after boxing and to coach students for boxing. he participated in Maharashtra Boxing association Coaching Certification Course Programme (CCCP). Mr. Vinod Kini Hold responsibility for cricket and coach students for cricket . He is a registered coach of Mumbai Cricket association for the last 23 years. he is training our students also for the last 23 years. Mr. Connel Pereria - looks after Volleyball Court and coach Volleyball students. Mr. Deepak Bhanusali Footbal coach, Sathish Bagal also train the students in Sports. Dharshana Jaeale train the students in rifle shooting. Mr. Amol Chougle look after the Athletic ground and train the students in Athletic

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Remedial Coaching	08/09/2017	43	Department of Commerce

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Career Counselling, competitive examination	125	420	0	46

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Aditya Birla Capital	35	2	SEED Infotech Ltd	46	0

View File

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	30	BMS	Commerce	Various Colleges under university of Mumbai	M.com, MBA etc.
2018	20	BBI	Commerce	Various Colleges under university of Mumbai	M.com, MBA etc.,
2018	30	BAF	Commerce	Various Colleges under university	CA, M.com, MBA etc.

Year					
					of Mumbai
2018	5	Bsc IT	IT	Various Colleges under university of Mumbai	M.sc IT, MCA etc.
2018	35	B.com	Commerce	Various Colleges under university of Mumbai	M.com, M.B.A etc.,
2018	20	B.A	Arts	Various Colleges under university of Mumbai	M.A in Various subjects, MBA etc.,
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Singing competition	College	45
Yuva Diwas/Youth Day	College	1250
Traditional day	College	600
Rose day and Red day	College	80
Nail Art Competition	College	24
Flower Decoration Competition	College	14
Tatoo Making Competition	College	12
Hair Style Competition	College	20
Mehendi Competition	College	32
Inter class Sports Events	College	1380
[View File](#)		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of

the institution (maximum 500 words)

The Student Council is formed based on norms of University of Mumbai. Students who have performed well academically are nominated as class representatives from various faculties. Student representatives are also nominated from Cultural, Sports, NSS, NCC, DLLE. This helps in bringing about a balanced approach to the activities organised by the college. The General Secretary is elected from amongst these student representatives. The student council helps in the smooth conduct of various co curricular and extra curricular activities. Departmental activities such as competitions, organising talks, seminars etc are organised with the involvement and representation of students who play a very active role in planning and execution of the programme. Economic Forum the offshoot of the Economics department conduct seminars, workshops etc. The department conducted elocution competition with Forum of Free Enterprise, Mumbai. The students organise the programme, Industrial visits etc. Women cell activities were organised by women representatives of the student council. They organised Women Rights Day, elocution competition, seminars etc. The Commerce Forum with the help of student council conducted seminars on GST, Export marketing as a career, training on tally package, industrial visits etc. History Department organises History Week with the help of department representatives of the council organised excursion,, debates, exhibition for the advantage of the students . NSS department activities such as blood donation camp, disaster management, Aids awareness rally , programme on health and hygiene were conducted with the active participation of the representatives of the student council. Sports department conducts interclass competitions and individual competitions during the year. These activities are planned and executed with the support of council representatives. NCC appointments are given to Cadets like SUO, JUO, SGT,SDM,SQMD,LCPL,CPL. These group meet the NCC officer and plan various training and social service programmes. Cultural committees includes students with talent who organise the days, cultural fest, university competition selections, documentation and conduct of these programmes with the support and guidance of the faculty.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

145

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The alumni engage and contribute to various activities in the college. Our ex students support the cultural department by guiding students of the dance troupes , theater events, western music, clay modelling etc. The NCC ex cadets lend support to the college NCC unit by helping them organise Republic day and Independence day parade and NCC day , social activities and help in identifying job opportunities for students. They are also called to share experiences with the existing cadets.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralisation- The academic activities of the college are looked after by the Principal along with the Vice Principal. The heads of department are given the responsibility to organise and execute the academic activities. The heads of department in departmental meetings in consultation with the faculty allocate the subjects . Teachers in turn prepare syllabus delivery and methodology to be adopted to deliver the lectures. They prepare the teaching plans and submit them to the HODs for approval. HoDs look after regular conduct of lectures, adjusting lectures in case of faculty absentees, departmental requirements of faculty needs, discipline and code of conduct. Teachers work out the lectures according to the teaching plan and the variations are adjusted through extra lectures. The Principal along with the registrar looks after the administrative functioning and documentation of the college. The registrar distributes the administrative work to the office staff according to their abilities such as admissions, fees, faculty and non teaching recruitment, salaries, purchase of equipments, maintenance of infrastructure etc. Faculty members are given representation and responsibilities in various committees as coordinators and in charges who plan the activities in consultation with co faculty and senior students such as cultural, sports, NSS, DLLE, NCC, admission, IQAC etc. Examination - The examination committee meet regularly to plan and review the examination procedures. This is the first year University of Mumbai has decided to conduct common examination for all semesters -Regular and ATKT. The committee drew the following guidelines for implementing the examination smoothly:- Distribution of examination forms to ATKT students. Payment of the fees to Vijaya Bank . Analyse forms for grouping according to programmes and courses. Preparation of Hall tickets for regular and ATKT students from University portal. Seating arrangements prepared as per the rooms available and the same is published on the examination Notice board and in the respective classroom notice boards Examination schedule published by the University of Mumbai is exhibited in the college Notice-board Hall-tickets are downloaded and distributed to students 5 days in advance Appointment orders of Junior supervisors are distributed to the concerned supervisors Examination Supervision charts are prepared and displayed daily. Downloading and printing of Question paper. Distribution to supervision halls in sealed covers. Answer books are collected and distributed to the faculty for evaluation. Collection of mark sheets for moderation. Moderation of answer books through external moderators. Handing over moderated mark sheets to result committee. Cultural - The cultural committees role is to create an enriching atmosphere and experience for the students in campus, and also to display their talent and skills through various events and college and intercollegiate competitions. The cultural committee plans and organises these days throughout the academic year. This is done by organising various days like Umbrella day, Rangoli competition, friendship day, singing and dance competition, rose day, red day, traditional day, Christmas celebrations, annual cultural festival. The in charge and committee faculty members along with student coordinators plan the days, resources required, mobilising participants for the events.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Online Admissions - With a view of updating and streamlining the admission process, online admission forms had to

	be filled by students seeking admission into any programme of the college. The admission committee systematised the process, by designating rooms for every stage of admission. Bank extension counter was opened in the college to facilitate payment of fees. Admission committee planned and executed the process assigning responsibilities to faculty members to support verification of documents. ? Student volunteers are also involved in this process to smoothen and streamline the various processes as per university guidelines.
Industry Interaction / Collaboration	? Formal MOUs are not signed but during the year , linkages through Technoserve, students interacted with the industry through industrial visits, field projects, village adoption.
Human Resource Management	The government has brought a stay on recruitment of aided staff in colleges. College appointed visiting faculty to meet the needs of the aided and unaided faculty in different departments. As part of developing the faculty and empowering them to fulfil their role as knowledge facilitators 09 faculty members attended and 28 faculty members presented papers at various International, National, State, Local level seminars throughout the academic year while 08 faculty members were called as resource persons at State level seminars. Faculty members are assigned responsibilities of committees and freedom to undertake planning and execution , overseeing its functioning.
Library, ICT and Physical Infrastructure / Instrumentation	To enhance the learning experience of students and teaching faculty the college library purchased 500 reference books and 1164 syllabus books, 135521 e books, 6328 e journals, N List and Inflibnet subscription were taken. 13 computers and 4 projectors , 5 white boards, 2 Air conditioners were also purchased. ? Faculty of Commerce, Economics, English, BMS, BBI, Bsc IT used ICT methodologies in their teaching methodologies
Research and Development	? ? To encourage research culture within the college, the college organised 1 International conference in association with DLLE and 1State level conference in association with Maharashtra Gandhi Smarak Nidhi was organised. Teachers are given duty

	leave for participating in conferences and seminars. They are also reimbursed the participation fees.
Examination and Evaluation	? This year the University has taken up conduct of the first year and second year examinations too. CCTV camera was installed in the exam control room, reprography machine was also installed to facilitate the downloading and printing of the question papers. Student ID numbers were provided to facilitate correction and moderation of papers.
Teaching and Learning	Student centric methodologies such as field visits, discussions, role assigned, film screening, poetry reading, linking local dialects to Marathi literature,
Curriculum Development	As the college is affiliated to the University of Mumbai, it follows the syllabi prescribed by the University. Through participation in syllabus workshops faculty give inputs on the syllabus to the Board of studies. Some of our faculty are members in the Board of studies- Economics, Accountancy, Rural Development. Industrial visits, seminars, conferences were organised for BMS,BBI, BAF

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

E-governace area	Details
Finance and Accounts	Accounts of the institution is maintained on Tally Software and information is provided when and were required. A chartered accountant firm audit the account and report to the management on a regular interval. Other than these government audit, university audit takes placee
Administration	Biometric is used for staff attendance. attendance report of staff members were reported to the principal monthly. Principal Communicate the same to the staff. Payroll and salary register is maintained through a software programme. that enable the management to obtain required reports
Examination	Examination works are done through the software developed by Future Tech. partners, Mumbai, through this programme exam time table, seating arrangements, Exam result sheet etc., prepared

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Online admission programme	Online admission programme	18/04/2018	19/12/2018	25	20
2018	Registration and Use of N List	Registration and Use of N List	20/01/2018	20/01/2018	53	53
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	39	30	30

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
. LTC facility 2. Medical facility 3. Loan facility from their Provident Fund 4. Picnic for staff 5. Sports 6. Gymkhana 7. Christmas Gift 8. Sponsorship of participation in conference Seminar	1. LTC facility 2. Medical facility 3. Loan facility from their Provident Fund 4.Picnic for staff 5. Sports 6. Gymkhana 7. Christmas Gift 8. Advances on demand	Poor students Fund 2. Scholarships (ST/SC/OBC) 3. Group Insurance of students 4. College and Scholarships

6.4 – Financial Management and Resource Mobilization

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

Internal Audit -- The officer on special duty appointed by the management audit the financial accounts at frequent intervals to confirm the accuracy and appropriateness of the accounts and guide the accounts in charge for proper maintenance and submission of the required statements to the management for decision making. The Financial administrator of the Vasai Catholic diocese does the financial assessment and audit of the college accounts yearly. The financial administrator suggests ways and means to raise and utilise funds of the college more effectively and productively. External Audit - The college has appointed Auditor M/s Chotalal H. Shah Co. for external audit. They conduct independent audit and the same is sent to the Joint Director of Higher Education . They assess the financial accounts and same is verified by the accounts officer. The Joint Director of Higher Education and Accounts Officer have audited the accounts of 2016-17. The accountant general visits to audit the college accounts. The last audit was done in 2010-11.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management of the college	51221169	Construction cost of the new building { Earlier investment for the same cost (2014-15) Rs. 26814290 : 2015-16 (Rs. 40991791): 2016-17 -(Rs. 31382517)

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			No	
Administrative			Yes	Officer on special duty – Management representative

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

Distribution of mark sheets to inform the progress of the wards through parent interactions. Parents suggestions are also taken to improve the learning experience 2. Meetings are called for updating parents on shortage of attendance. 3. Parent orientation programmes to familiarise them with the functioning and activities of the college.

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

No Data Entered/Not Applicable !!!

6.5.4 – Post Accreditation initiative(s) (mention at least three)
1. Increased use of ICT tools in teaching-learning. 2. Minor research projects undertaken. 3. New certificate courses in German and French started. 4. Cultural activities were revitalized.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Sexual Harassment at work place	27/07/2017	27/07/2017	27	12
Celebration of Women's Right Day	03/01/2018	03/01/2018	47	22
Women Empowerment	15/12/2017	15/12/2017	37	17

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

Percentage of power requirement of the University met by the renewable energy sources
1.The college uses LED lighting in its campus. 2. The tree plantation drives , and the upkeep of the greenery around the college 3. Maintenance of garden to create a peaceful ambience in the campus. 4. Disposal of paper waste to recycling agencies. 5. Garden and green waste is used as organic fertilizer for growing plants. 6. Dustbins are installed at various points for wet and dry waste separation and keeping the campus clean.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3600

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students

	locational advantages and disadvantages	engage with and contribute to local community						and staff
2017	1	1	04/08/2017	6		Swachha Bharat Abhiyan	cleanliness in public places	73
2017	2	2	27/11/2018	12		IDOL Exam center	students of the local area could appear their exams close to their homes	300
2018	2	2	23/04/2018	12		IDOL Exam center	students of the local area could appear their exams close to their homes	600
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	01/06/2017	The prospectus contains the academic calendar, courses and programmes offered, the code of conduct, examination details, assembly prayers and songs . In order to promote a secular atmosphere and a feeling of national spirit the college organises morning prayers of various religious communities with a group of singers and the national anthem is sung. Academic calendar is displayed on the website also.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants

No Data Entered/Not Applicable !!!
[View File](#)

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

1. Upkeep of the greenery around the college through Tree plantation drives by NSS, NCC 2. Use of LED lighting in the campus. 3. Maintenance of beautiful garden to create a peaceful ambience in the campus. 4. Garden and green waste is used as organic fertilizer for growing plants. 5. Disposal of paper waste to recycling agencies.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 2017-18 BEST PRACTICES 2017-18 | 1 1. Title: Values Internalised Through Curriculum and Student Centric Activities Objective: To encourage values of good citizenship and familiarise students with the finer aspects of social life. Context: Many of the students coming to the college are from rural and lower income groups and many are first generation learners. The curricular structure in the colleges, through the aegis of various departments facilitate learners to assimilate skills and knowledge to foster values which will enable them to become part of a changing work and social scenario. Practices: 1. Learners participate in Cultural forum, sports teams, Women's Cell, Economics forum, Commerce forum, History Forum, Wallpapers in English, Marathi Hindi language based activities. a) Rural Development department organised visits organised to Macchimar Sarvoday Co-operative society, Agricultural Research Centre, Panchayat Samiti, Grampanchayat, b) Rural Development department conducted camps at Krishi Vigyan Kendra, Kosbad. c) History department organised talk on Importance of archives in writing of History. d) Marathi department organised Marathi Bhasha Pandharvada to strengthen local linguistics by inviting poets. e) The languages department English, Hindi and Marathi celebrated Vachan Prerna Diwas . f) Economics department in collaboration with Forum of Free Enterprise , Mumbai. Industrial visit war organised to Amul Diary unit at Virar with 122 students. g) Hindi department organised Hindi Week were various aspects of the language were covered. h) Self finance programmes organised workshop on Use of technology in Banking , Opportunities and challenges in foreign countries for job seekers , Career in corporate through MBA and career in Law , Emotional Release and self confidence, i) Womens Cell organised workshop on Sexual Harraresement at work place and Savitribai Phule Din j) Commerce department through the commerce forum organised Mental Health Awareness Programme, Training and counselling programme in association with Technoserve. k) NCC unit develops qualities of patriotism, leadership, discipline in cadets through its regular parades, camps, its social outreach activities like Swachha Aabhiyan, No Plastic Zone ,adoption of Rangaon village. BEST PRACTICES 2017-18 BEST PRACTICES 2017-18 | 2 l) NSS unit sensitises learners through their outreach programmes builds a spirit of community involvement through 7 day residential camp which is held in the adopted area of work. 2. Programmes such as talks, workshops, seminars planned by the department are executed with the participation and leadership of students.. 3. Celebration of various days like 4. Starting every day with prayers creating a spiritual atmosphere of oneness and bolstering the national spirit by singing the national anthem. IMPACT : Exposure and participation in such activities has boosted the self confidence of the learners, which is evident in them being absorbed in the job market. Values of gender equality, tolerance, egalitarianism, team spirit, ethics, personality development, communication skills are used at their work places. Obstacles Encountered and Strategies adopted: 1. Time constraints of conducting such activities is overcome by organising them at the convenience of the participants . 2. Student involvement

when activities are organised as many work part time, some pursue vocational courses is also overcome by organising them during college timings . Resources Required: 1. Organising such activities need funding, college support is given. 2. More resources through sponsorships would enable organising of more such activities. 3. Prominent speakers as resource persons for these activities are needed. 2 . Title: Providing Access To Higher Education Pink Day, Jacket and Denim Day, Scarf day, On Various days Yuva Diwas 19th Dec. 2017 Singing competition 20th Dec. 2017 Dancing competition 21st Dec. 2017 College Day 22nd Dec. 2017 Traditional Day 19th Jan.2017 Rose Day Anatakshari competition 23rd. Jan.2017 Cultural Mela (Mehendi, Hair styling, Tattoo Making, Flower Decoration, Nail Art Competitions) 24th Jan.2017 BEST PRACTICES 2017-18 BEST PRACTICES 2017-18 | 3 Objective: Providing education to all irrespective of economic or social status. Context: The students in the college are mainly from backward regions tribal/ fishing/ farm /forest based communities. These communities are facing rampant, ruthless unplanned urbanisation which is creating an imbalance in these areas. Entire lifestyle of the communities is impacted. A massive socio -economic - cultural upheaval is happening .. The youth here is a victim of unemployment and social ills. There is a need for providing education to youth in the vicinity and suburban area by upholding belief of social justice to the underprivileged. Practices: 1. Admission are given to students over and above the provisions of the quota stipulated by the government to the underprivileged. 2. Schemes of the government for economically backward are informed through notice boards and public address system. 3. The college has a Poor Students Fund which is used to provide monetary assistance to economically backward students. 4. Facility of instalment payment of fees is also provided to needy students. 5. Students of lower percentages are admitted and complete their graduation with low drop out ratio. 6. College is blessed with 11 acres of land and spacious buildings which supports a green environment. 7. Sports, cultural, NSS, NCC ,DLLE units provide all-round development of learners. Impact : The college is a Christian minority college which is held in high regard by the community around. Over the years there has been a steady increase in student admissions and those graduating from the college. Obstacles Encountered and Strategies adopted: As many students are from backward regions commuting to college is difficult. Timings are adjusted to support them. Communication with students from colloquial groups becomes difficult. Lectures are taken and planned in bilingual modes. Resources Required:. Local hostels provide accommodation to students coming from far flung areas.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.ggcollege.ac.in/wp-content/uploads/2020/03/Best-Practices-2017-18.pdf

7.3 – Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS 2017-18 The college has introduced various programmes over the years, to meet changing needs of the industry and the community around. The development of spiritual qualities in students are considered of primary importance. The institution realised that just by imparting knowledge we cannot build a complete human being. It needs imparting moral and ethical teaching that will enable the learners to apply their minds in the right direction. The college is known for its discipline. We interact with parents at the time of admission, parents meeting for those students who are having short attendance, distribution of mark sheet etc., The following activities help the institution to be distinctive: 1. The college begins the

day with prayer - the college choir under the leadership of campus minister Fr. Dr. Solomon Rodrigues who is minister to the whole community of students through common announcement system, song and prayers and thought for the day always keep the mind of students fresh. 2. Irregular students list is published by departments at periodical intervals and parents of the children are called on a specific day. Interaction with them is done in groups and counselling for children also is conducted. 3. Parents are invited on the day of distribution of results - teachers interact with them and inform them about their wards academic performance. 4. The college conducts different programme for the benefit of morale and overall personality building, such as: Name of the capability enhancement scheme Date of implementation Number of students enrolled Agencies involved Creative writing- Essay, Handwriting, Drawing Competition August - September 76 English, Hindi, Marathi Department Language skills 132 Marathi Department Show casing Literary classics August Talk and Poetry recitation by Theatre artists January / February 83 Marathi Department Skill enhancement - French Language classes September 14 English Department Language and presentation skills - Elocution September 16 Economics Department Industry awareness, Management and planning skills- Visit February 122 Economics Department Language and presentation skills - Elocution August 30 Womens Cell Entrepreneurial, Management and planning skills- Visit September 78 History Department Entrepreneurial, Management and planning skills- Visit September 126 Rural Development Language and writing presentation skills - Essay competition January 16 History Department Awareness - Career Guidance February 56 English Department Language and presentation skills - Debate and elocution August 24 BAF,BMS,BBI Management skills - Leadership Training July / December 2 DLLE Leadership Training August 2 NSS Skill Building - Anna Poorna Yojana December 80 DLLE Leadership and Management skills - Training Programme for student managers August 5 DLLE Leadership Training Programme August 08 NSS General Knowledge and awareness -Quiz competition 25 Bsc IT Analytical and programme development skills - Case Study December 20 Bsc IT Career awareness and Skill requirement -Seminar October 120 BMS, BBI, BAF Workshop - Personality Development 9th to 12th January 110 BMS, BBI, BAF Visits January / February 96 Rural Development Creation of Employment and empowerment through Youth Development (CREEYD) Jan to Mar 2018 100 B Com, BMS, BBI, BAF Language and presentation skills -Inter class

Provide the weblink of the institution
https://www.ggcollege.ac.in/wp-content/uploads/2020/03/Institutional-Distinctiveness-2017-18.pdf

8.Future Plans of Actions for Next Academic Year

1. Encourage usage of E resources like INFLIBNET, N-LIST among staff and students. 2. Study tours and visits to be planned to improve practical exposure. 3.To organise Youth Employability programme and enter into MOUs with other institutions. 4.Celebrate days of national and international to inculcate nationalism 5. Departments should organise programmes to imbibe the spirit of unity and oneness among students 6. NCC, NSS, DLLE should plan socially oriented programmes which are relevant for the community around and students 7.E learning training programme for faculty to be organised for preparing and maintaining online class room and content. 8. To prepare Course objectives and course outcomes for all programs and the same to be published on the websiste. 9. Teaching plan for both the semesters to be completed and submitted to the HODs in advance. 10. Teaching staff to be given responsibility to maintain records for analysis and implementation. 11. Involvement of Ex-students for various academic and cocurricular activities to be further encouraged. 12. Departments should conduct seminars for the benefit of faculty and students. 13. Add on courses and certificate courses to be started by each department 14. Conduct Syllabus orientation programme in collaboration with university of Mumbai