Yearly Status Report - 2019-2020

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 Somnath Vibhute**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07767811134**
Mobile no.	**9422490705**
Registered Email	**stgonsalogarciacollege@gmail.com**
Alternate Email	**gonsalogarcia@yahoo.co.in**
Address	**Behind Municipal Ground**
City/Town	**Vasai**
State/UT	**Maharashtra**
Pincode	**401202**

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

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.ggcollege.ac.in/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-2011**
2	**B**	**2.53**	**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

Organisation of Hindi Week	13-Sep-2019 6	56
Organisation of History Week	13-Aug-2019 7	78
Workshop on ' Draft National Education Policy '	19-Jul-2019 1	65
Organised Orientation Programme for First Year Students and Parents	04-Jul-2019 1	1105
New AQAR Methodology	18-Sep-2019 1	20
New AQAR Methodology	12-Oct-2019 1	18
Faculty Development Programme on' Policy for Sexual Harassment at Work Place'	07-Dec-2019 2	52
PODSCORB 2020' One Day Intercollegiate Event	20-Feb-2020 1	690
Personality Development Programme by iBlossom	13-Feb-2020 7	22
Organised Intercollegiate Kabaddi Tournament	17-Feb-2020 2	92
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

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

1.Training on PO, PSO, CO mapping 2. Organised worshop for E development n association Knowledge Resouce Centre of the college 3. Starting of NPTEL chapter in the college. 4. Prepared policy paper for the stakeholders on Sexual Harassment at wok place 5. Organised intercollegiate dialogue on Draft National Education Policy 2020

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

Plan of Action	Achivements/Outcomes
To organize inter collegiate seminars for upgrade teaching methodologies.	Two day National workshop was organised on " Development of E-content for Effective Teaching and Learning "
To encourage departments to bring in more certificate courses.	Department of Commerce started Certificate Program in Financial Markets Sales And Operations and Tally course, BSc IT started certificate courses in Microsoft Cyber Security.
Shifting of the library for a more spacious reading learning experience	Library was shifted successfully to the new building
To organize inter collegiate seminars for upgrade teaching methodologies.	Two days National workshop on E Content development was organised
Undertake MOUs with other colleges and institution	Three MOUs signed by .a.Department of Rural Development b. Department of Commerce, c. Department of Bsc IT
Organise University Sports and cultural events during the year.	Intercollegiate kabaddi college competition organised
. To prepare policy paper for the Prevention of Sexual Harassments of Women at workplace.	Two meetings were organised and sub committees were made to discuss and prepare the policy draft. The policy was finalised and uploaded on the college website and inagurated in March on International Womens Day.
. To apply for NIRF ratings	NIRF applied for by the college
Subscribing and introducing DELNET	Library has subscribed to DELNET . The facility is open to all the faculty and students.
Visit other institutions to get insights into upgrading infrastructure.	A team consisting of Principal, Administrator, Vice Principal, Officer on special duty, Registrar, Librarian visited three colleges for reviewing

	facilities developed and provided by these colleges to their stakeholders.
	[View File](#)

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
CDC	**11-Dec-2020**

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	**2019**

Date of Submission	**30-Sep-2019**

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

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 college conducts an effective interaction between the cluster college professors. This enable the professors to understand the syllabus and the pattern of questions to be drafted. Whenever courses are revised by the university the concerned professors made it a point to attend the workshops conducted by the university to understand the system properly. Prof. Monica Penkar attended Syllabus restructuring meeting of board of studies in Commerce on 18-2-2020. Prof. Hycintha Andrades attended workshop on Revised paper pattern on 27 July 2017. Prof Ajeet Kumar Yadav Two days workshop on Application of Linear Algebra using Sage. Prof. Sujata Kulkarni attended workshop on revised syllabus FY BA Economics 10 Aug 2019. 2 faculty are members of BOS Department wise programme and Programme specific outcome is prepared and the same is distributed among the faculty members for preparing course outcomes. The faculty prepared the Course objectives and course outcomes. The Course outcome is submitted to the HOD and the same is later uploaded in the website. http://www.ggcollege.ac.in/wp-content/uploads/2020/03/Programme-outcome-and-Course-outcome-1.pdf. The course outcomes are communicated to the students during the lectures. On the basis of the course specific outcome mapping is done to arrive at a target level. The HODs prepare the allotment table. The time table committee prepare the timetable on the basis of periods allotted to each course. The faculty prepared individual teaching plans based on the course outcomes. The college has provided to each faculty a printed Academic diary consisting of Academic calendar and other details. Detailed information about the work performance of the professors is available in the Academic Diary. The teaching plan prepared is later uploaded in the IQAC drive . The teachers analysed the teaching plan at the end of the semester and deviation if any accounted. At the end of the year the faculty do the result analysis , on the basis of predetermined attainment level and compare with the actual , on the basis of students performance in their respective examinations. Deficit if any was covered through extra lectures, assignments. • History department celebrated History week 13 Aug to 20 Aug, • Hindi Department celebrated the Hindi Week from 13th Sept to 19th September • Marathi Department celebrated 'Pandhrawada' (Marathi Fortnight celebration) The above weeks organised were to encourage and inculcate subject interest and knowledge among the students. Remedial courses were conducted for Business Economics and Maths to improve the students results in these courses. The students having ATKT were oriented with the examination preparation method. Special lectures were organised for such students and slow learners. Digital class rooms were opened in Google classroom . 'Use of Google Classroom for Effective Teaching and Learning' workshop was organised by IQAC Mr. Chinmay Gavankar Vice President Google Cloud was the speaker in Sept. 2019. 'Development of E content for effective Teaching and Learning' was also organised in March 2020 by way of a 2 day National Workshop.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill

		Introduction		ability/entrepreneurship	Development
Tally ERP 9	NIL	09/09/2019	60	Yes	Yes
Cyber Securityy	NIL	31/08/2019	180	Yes	Yes
Capital Markets and Financial Markets	NIL	09/07/2019	40	Yes	Yes
Youth Employability Programme	NIL	13/01/2020	45	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Rural Development	28/09/2019
	View File	

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	Financial Accounting and Management	06/06/2019
BCom	Accounting and Finance	06/06/2019
BCom	Banking and Insurance	06/06/2019
BMS	Management	06/06/2019
BA	Marathi, History, Rural Development, Economics, Sociology, Hindi, English	06/06/2019
MCom	Advanced Accounts	06/06/2019
MA	Rural Development	06/06/2019
MSc	Information Technology	06/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Cyber Security	31/08/2019	15
Youth employability program	13/01/2020	84
Tally	09/09/2019	60
Capital Markets and	09/07/2019	16

Financial Markets		
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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	145
MA	Rural Development	40
BCom	Financial Accounts	310
BCom	Advanced Accounts	56
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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 the 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. Teachers feedback were also collected on curriculum content and delivery. The departmental meetings discuss the curriculum and its relevance and usefulness to students. Each units are analysed by the teachers and feedback is collected. The teachers feedback is collected on choice based credit and semester system(CBCS). As this is the first year of introducing CBCS, the teachers concerns were recorded and methodologies were adopted to reduce the difficulties to a certain extent. Some of our faculty are BOS members, who contribute in the syllabus development and issues raised by colleagues are shared in various meetings. Ex students feedbacks were collected through college website information gathered from them is used for various decision making. They were involved in supporting students through finding placement, training them for cultural activities, support in NCC, NSS activities. They involve in training present students for university competitions etc., Many of them are working in high positions in government and private organisations Parents teachers meeting were held at various occasions. During the year the results were handed over to the students in the presence of their parents. Parents suggestions were collected. Irregular students parents were called and a questionnaire was collected from them to analyse the difficulties students and parents face and their opinion on the college functioning were collected. The anlaysis of the feed back suggestions and recommendations are included in the IQAC minutes of 14 December 2019 the link: https://www.ggcollege.ac.in/files/IQAC-Minutes-2019-20.pdf.

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
MA	Rural Development	40	50	40
MCom	Advanced Accounts	60	100	60
MSc	Information Technology	20	25	13
BCom	Banking and Insurance	60	100	59
BCom	Accounting and finance	140	400	121
BA	Marathi, Hindi, English, Economics, History, Rural Development,	360	400	270
BCom	Accountancy	650	850	650
BMS	Management	140	400	133
BSc	Information Technology	120	150	89

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3521	211	36	Nill	13

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
36	36	16	16	1	15

View File of ICT Tools and resources

View File of E-resources and techniques used

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

A mentoring system exists wherein teachers interact with students out of the classroom, helping them with

curriculum topics, career options, opportunities and choices, skill improvements, morale building. During classroom teaching teachers inculcate social and personal values, need and importance of ethics in study and work life. Through cocurricular activities like NSS, NCC, DLLE the students are trained in working independently and in groups by engaging them in various social , cultural projects, helping them to become responsible, sensitive and better citizens. the college conducts induction and orientation programme for first year students. parents also eligible to attend the induction programme. In this programme the mentors were introduced to the students and parents. In the meeting students parents and mentors meet together and try to know each other. The learners can contact the mentors any time. Parents can also visit the college and meet the mentors. mentors will collect all information about attendance, marks, pending papers, regularity etc., and inform the parents. The mentors phone numbers are shared with the students and parents and they can meet them at any time. the mentors also arrange counseling with the college counselor The institution select mentors taking into consideration the amount of time spend in the class and who is more personal with the students. The IQAC has published a paper on mentors role and responsibilities. The teachers were advised to regular meeting of students. The teachers discuss the issues raised in the mentors meeting during department meeting and staff meetings. The IQAC allotted students to each mentors taking into consideration the popularity of the teacher with the concerned teachers. Mentors invest in the success of the mentors. Mentors provide open and honest input to the learners. Mentors contacts the parents of learners if required. the mentors distributed the grade cards to the learners in the presence of parents. During such visits parents opinions were collected through questionnaires and their suggestions were informed to the principal.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3732	36	1:104

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
46	35	11	1	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NA	Lecturer	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	UBCOM	Sem VI / Apr 2020	14/09/2020	31/10/2020
BCom	UBCOM	Sem V / Oct 2019	14/10/2019	25/11/2019
BCom	UBCOM	Sem I / Oct 2019	22/10/2019	09/12/2019
BCom	UBCOM	Sem III/ Oct 2019	14/10/2019	09/12/2019

BCom	UBCOM	Sem II / Apr 2020	16/03/2020	01/06/2020
BCom	UBCOM	Sem IV / Apr 2020	16/03/2020	01/06/2020
BA	UBA	Sem I / Oct 2019	22/10/2019	09/12/2019
BA	UBA	Sem III/ Oct 2019	14/10/2019	09/12/2019
BA	UBA	Sem II / Apr 2020	16/03/2020	01/06/2020
BA	UBA	Sem IV / Apr 2020	16/03/2020	01/06/2020
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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 conducts the First year and Second year examination in order to bring uniformity in its various affiliated colleges . University sets the question papers for all the colleges of the University of Mumbai. 2. The question papers are sent on a 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 a high speed internet connection, and air conditioner and 24 hrs 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. 9. Revaluation is done by other faculty members or sent to other colleges for revaluation.. 10. Internal evaluations are done through internal examinations. The examination committee planned such internal examinations and conducted for all programmes together. This saves time and inculcate discipline for students in internal submissions. For some subjects project works are conducted. the project works are conducted course wise and the students present it in the class. these presentations were used as a learning tool and evaluation

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

The academic calendar is prepared for the year based on proposed programmes to be organised by different departments of the college. The academic calendar is displayed on the website of the college. Before the end of the academic year 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 toe university norms.

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)

https://www.ggcollege.ac.in/uploaded_files/Programme-outcome-and-Course-outcome-1.pdf

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
1	MSc	Information Technology	15	15	100
1	MA	Rural Development	27	26	96.29
5	MCom	Advanced Accounts	61	60	98.36
USIT	BSc	Information Technology	80	79	98.75
UBCOM	BCom	Financial Accounting And Management	525	499	96.99
UBA	BA	English, Hindi,Marathi, Economics, Rural Development,Sociology, History	187	173	92.51
UAF	BCom	Accounting and Finance	124	124	100
UBI	BCom	Banking and Insurance	55	55	100
UBMS	BMS	Management	117	117	100

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2.7 – Student Satisfaction Survey

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

https://www.ggcollege.ac.in/files/IQAC-Minutes-2019-20.pdf

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	Total grant	Amount received

		agency	sanctioned	during the year
Minor Projects	365	University of Mumbai	20000	8000
Minor Projects	365	University of Mumbai	25000	10000
Minor Projects	365	University of Mumbai	40000	16000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	17/12/2019

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
Nil	Nil	NIL	03/02/2020	Nil
		No file uploaded.		

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
NIL	NIL	NIL	NIL	NIL	08/10/2019
			No file uploaded.		

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	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
Commerce	2
History	1

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	Commerce	5	0
International	Hindi	1	6
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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
History	3
Commerce	11

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
0	Nil	Nil	2019	0	Nil	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	NIL	NIL	2020	Nill	Nill	0

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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	Nill	7	Nill	6
Presented papers	1	3	Nill	Nill
Resource persons	Nill	Nill	Nill	7

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
Republic Day / Flag Hoisting	NSS Unit	4	68
Independence Day / Flag Hoisting	NSS Unit	4	74
Tree Plantation	NSS Unit	4	78
Peace Rally	NSS Unit	3	85
Voter Registration Awareness Rally	NSS Unit / VVMC	2	112
International yoga day.	NSS Unit /NCC Unit	4	114
AIDS Awareness Rally	NSS Unit /Kripa Foundation	2	145
Swachh Bahrat	NSS Unit	2	118

Vrukha Dindi	NSS Unit /VVMC	2	93
Leadership camp	NSS Unit / Sonopat Dandekar College, Palghar	2	2
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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
NIL	NIL	NIL	Nill
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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
Lecture Say No To Drugs	NSS Unit / Kripa Foundation	Lecture	3	75
Prabodhan Granthalay	NSS Unit / Kochivade Grampanchayat	Library	2	58
Blood Donation and Thalessemia Testing	NSS Unit / Mumbai Mahanagar Blood Bank	Blood Donation camp	3	83
Vrukha Dindi	NSS Unit / VVMC	Rally	2	43
AIDS Awareness Rally . Lecture	NSS Unit / Kripa Foundation	Rally Lecture	2	145
Swachh Bharat Abhiyan	NSS Unit	Cleanliness Drive	2	118
Voter Registration Awareness Rally	NSS Unit / VVMC	Awareness Rally	2	112
Leadership camp	NSS Unit / Sonopat Dandekar College, Palghar	Leadership camp	2	2
Talk on PCOD -Modern Lifestyle Challenges	NSS Unit / Local Medical Doctor	Talk	4	86
NSS Foundation Day	NSS Foundation Day	Talk	4	132
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

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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
Nil	Nil	Nil	09/09/2019	07/01/2020	00

No file uploaded.

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
Techno Serve / Ashwatha Advisors Private Ltd.(AAPL)	13/01/2020	Youth employability Programme	84
Train Tech IT Education	11/02/2019	Skill Training	15
Compuskill Private Limited	18/11/2019	Tally Training	60
Bombay Stock Exchange Institute Ltd.	12/02/2019	Skill Training	19

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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
900000	992907

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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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 (Open Source)	Partially	17-05-04.000	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15020	2354273	729	86119	15749	2440392
Reference Books	18292	4612893	95	48859	18387	4661752
e-Books	Nill	Nill	Nill	5900	Nill	5900
Journals	22	27704	Nill	Nill	22	27704
Digital Database	Nill	Nill	Nill	19470	Nill	19470
Weeding (hard & soft)	320	28581	Nill	Nill	320	28581

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Monica Penkar	Module 1	PPT	17/06/2019
Jose George	Module 5	You Tube	07/03/2020
Jose George	Module 5	You Tube	10/03/2020
Jose George	Module 5	You Tube	18/03/2020
Jose George	Module 2	You Tube	16/04/2020
Jose George	Module 2	You Tube	17/04/2020
Jose George	Module 2	You Tube	31/03/2020
Gatting Koli	Module 4	You Tube	27/04/2020
Gatting Koli	Module 4	You Tube	28/04/2020
Gatting Koli	Module 4	You Tube	06/05/2020

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	100	65	5	0	0	8	7	10	4
Added	50	50	0	0	0	0	0	0	1
Total	150	115	5	0	0	8	7	10	5

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
NIL	[0](#)

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
500000	301366	900000	992907

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)

The college maintains its physical facilities through annual maintenance contracts. A technician is appointed for the upkeep of electrical, plumbing. A carpenter is under contract for maintaining and making furniture's for the classrooms, office and labs . Purified RO drinking water facility is provided on every floor in both the buildings. To maintain cleanliness and hygiene adequate number of dustbins are provided in every classroom as well as in the open space on the campus. The gymkhana needs are taken care of by the sports instructor with the supporting staff of the college. The sports committee formed at the beginning of the year (usually for a term of three years) chalk out annual sports programmes .The sports committee incorporates student representatives for the various events. The committee plans and implements the yearly activities like interclass competitions, selection for university competitions, The college recommends and work out intercollegiate events to be organised in the campus. Coaches are appointed for events like athletics, football, cricket, volleyball, boxing, rifle shooting by the college to 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 college premises is also made available for IDOL university exams, railways and similar other exams such as CA foundation, ICWAI , exams etc. The cultural activities are worked out under the leadership of the cultural committee formed at the beginning of the year. The same is expanded with student representatives who take initiative to organise and popularise the

events class to class. The cultural committee plans individual and group activities and select participants to represent the college for university events. On recommendation of the cultural committee the college appoints dance choreographers, directors for theatre events and musicians for singing and fine arts annually. The library has a full time librarian and dedicated staff and space to meet the needs of the students. The library has shifted to a spacious area in the new building facility inaugurated on January 2019 . The new main library area is 40x36 meters, and extenstion room of 10x9 meters dimension and a media centre of 10x9 meters.The library support staff maintain the cleanliness of the library. 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 various activities such as enrolling students and teachers for NPTEL SWAYAM courses in order to make it vibrant and active . Computer labs are maintained through annual 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. Details are given in the link below

https://www.ggcollege.ac.in/uploaded_files/Physical-facilities-converted.pdf

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	Poor Students Fund / Scholarship	83	373073
Financial Support from Other Sources			
a) National	NIL	Nill	0
b)International	NIL	Nill	0
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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	13/01/2020	90	Department of Commerce
Remedial Coaching	06/01/2020	80	Department of Commerce
View File				

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed

2019	Youth Empl oyability Programme	Nill	84	Nill	71

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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
Nill	Nill	Nill

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
Technoserve / Motilal Oswal	174	75	Nil	Nill	Nill

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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
Nill	15	BCom, BAF, BMS, BBI	Commerce	ST. JOSEPH COLLEGE OF ARTS & COMMERCE, RAJODI RD., SATPALA, VIRAR(W) 401 301.	MCom
2020	108	BCom, BAF, BMS, BBI	Commerce	INSTITUTE OF DISTANCE EDUCATION, UNIVERSITY OF MUMBAI 400 098.	MCom
2020	3	BCom, BAF, BMS, BBI	Commerce	K.P.B. HINDUJA COLLEGE OF COM, 315, NEW CHARNI RD, MUMBAI 400 004.	MCom
2020	1	BSc IT	Information Technology	INSTITUTE OF DISTANCE EDUCATION, UNIVERSITY	MSc IT

				OF MUMBAI 400 098.	
2020	1	BSc IT	Information Technology	A.V. COLLEGE OF ARTS, K.M.COLLEGE OF COM., E.S.ANDRADES COLLEGE OF SCI., VASAI RD.	MSc IT
2020	1	BSc IT	Information Technology	THAKUR INSTITUTE OF MGMT. STUDIES , KANDIVALI (E) , MUMBAI -400 101.	MCA
Nill	10	BCom, BAF, BMS, BBI, Bsc IT	Commerce, Information Technology	ST. FRANCIS INSTITUTE OF MGNT & RESEARCH, MOUNT POINSUR , BORIVLI, MUMBAI - 400 103.	MMS
Nill	21	BA	History,Hindi, Marathi, sociology, Rural Development, English,Economics	INSTITUTE OF DISTANCE EDUCATION, UNIVERSITY OF MUMBAI 400 098.	MA
Nill	8	BA, Mcom	Commerce, Arts,	PUSHPANJALI COLLEGE OF EDUCATION, PAPDY, VASAI, 401 207.	B.Ed
Nill	5	BCom, BBI, BMS	Commerce, Management	VISHNU WAMAN THAKUR COLLEGE, VIRAR, (W) 401 303	LLB
[View File]()					

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

Items	Number of students selected/ qualifying
Any Other	Nill

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

Activity	Level	Number of Participants
Annual /College Day	College	1300
Inter Class Sports Events	College	1150
Fine Arts Competition	College	80
Friendship Day	College	1500
Garba Day	College	450
Singing competition	College	130
Dance competition	College	110
Traditional Day	College	1500
Fashion Show	College	80
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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
2019	Bronze	National	1	Nill	20180164 00316797	Akansha Raju Ahire
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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. 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 .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Prime committee of the college is the College Development Committee. This is formed as per guidelines of the University of Mumbai. It is formed with an objective of having an empowered system of administration and to ensure that the stake holders feels involved into the administration of the college. Both elected and appointed members of various stake holders are members of the committee. It prepares plan for infrastructure, administrative and financial aspects etc., of the college. Representatives of different stakeholders bring out the issues of their representing group, this helps the committee to plan and suggest measures for implementation taking into consideration needs of the whole college in a balanced manner. The committee also discusses the iqac reports and make suitable recommendation. The committee recommends introduction of new courses taking into consideration the demand for the course, financial

inflow and outflow, infrastructure availability etc. The four meetings in a
year help to know the acceptance and implementation of the suggestions. The
suggestions and the feedback formal and informal are instrumental in decisions
relating to new courses, audits, the scheduling of events to be conducted
during the academic year etc. This ensures that the schedule suits all the
stakeholders and does not disturb academic and examination timetable. 2. The
Principal and the vice-principal of the college shall form different committees
for extra-curricular activities like NSS, NCC, DLLE, Sports and cultural at the
beginning of the academic year. Each committee consists of 5 to 6 teachers.
Teachers experience and interest in these activities are considered while
forming the committees. NCC is lead by the Commissioned officer, who is also a
faculty member. NSS and DLLE are lead by faculty who have undergone training
conducted by the concerned organisation. These committees are having freedom to
plan and implement activities based on the directives of their concerned
organisation. They incorporate active students to the committee and they
function as a unit for their training the students of the college. The group so
formed plan the activities of their section at the beginning of the academic
year. The plans so prepared will be informed to the Vice-Principal and
principal and avoid clash of programme date and decide programmes that can be
conducted together. The Final plan will be published in college calendar. Each
committee then plan implementation strategy and workout the activities on the
stipulated date. Change in date or programme is published in advance. The
Committees have the right to plan, organise and execute their activities.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	4 MOUs were signed during the year. Students interacted with the industry through industrial visits, field projects, village adoption.
Research and Development	To encourage research culture within the college, the Rural Development Department organised 1 workshop on research methodology in association with Krishi Vigyan Kendra. Teachers are given duty leave for participating in conferences and seminars. They are also reimbursed the participation fees.
Curriculum Development	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. 2 of our faculty are members in the Board of studies- Economics, Accountancy, Rural Development. Industrial visits, seminars, conferences were organised for BMS,BBI, BAF
Library, ICT and Physical Infrastructure / Instrumentation	To enhance the learning experience of students and teaching faculty the

		college library purchased 101 reference books and 631 syllabus books, N List and Delnet subscription were renewed. 50computers and 1 laptop were also purchased. 26 new classrooms , new library facility media centre in the new building were added Faculty of Commerce, Economics, English, BMS, BBI, Bsc ITused ICT methodologies in their teaching methodologies
	Teaching and Learning	Student centric methodologies such as field visits, discussions, role assigned, film screening, poetryreading, linking local dialects to Marathi literature,
	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.
	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 13 faculty members attended and 4 faculty members presented papers at various International, National, State, Local level seminars throughout the academic year while 07 faculty members were called as resource persons at State level seminars.3 faculty members have published papers in UGC care journals, 2 faculty were course writers for Bharati VIdyapeeth. Faculty members are assigned responsibilities of committees and freedom to undertake planning and execution , overseeing its functioning.
	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 involved in this process to smoothen and streamline the various processes as per university guidelines

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

E-governace area	Details
Planning and Development	Students fees software by XL Excel Infotech, 166, Golok Salokh, Tarf Vareedi, Karjat used provides information on fees collected under different heads , fee due list, various reports required to be submitted to the management and university. Salary software which helps in computation and preparation of individual salary statements, employee profile, salary analysis reports, income tax, computation, preparing salary slips
Administration	Software provided by XL Excel Info tech supports the administrative services of the college
Finance and Accounts	Tally package version 9. is used for maintenance of accounts.
Student Admission and Support	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.
Examination	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. 6.3 – Faculty Empowerment Strategies 6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership f

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

2020	Mr. Chaitanya Veer - Librarian	One day National FDP on UGC- CARE: Consortium for academic and research Ethics organized by Viva Institute of Management and Research, Virar dated on 9th January 2020	Nil	250
2020	Prof. Evonne Sakharani	One Day National Research Conference on "Women Empowerment" by Sasmira's Institute of Commerce and Science, Mumbai on 8th February 2020	Nil	800
2019	Dr. Arun Mali	Two days workshop on Revised syllabus of FYBA / SYBA in subject of Rural Development held on 13th 14th Feb.2020 at Krishi Vigyan Kendra, Kosbad, Dahanu.	NIL	500
2019	Prof. Anjali Naik	Attending on day workshop on Revised syllabus of FYBA in the subject of Comp ulsoryMarathi andOptional Marathiat CHM college , Ulhasnagar, on 5th Dec,2019.	NIL	500
2019	Mr. Chaitanya Veer - Librarian	National level five days training programme on Library Automation and	NIL	1000

Year				
		Digitisation organised by Knowledge Resource Centre, Dr. BAMU, Aurangabad from 2nd to 6th December 2019.		
2019	Prof Hycintha Andrades	Attended workshop on Revised Paper Pattern, at Thakur College, Kandivali on 27th July 2019	NIL	500
2019	Prof. Jose George	One day workshop on New AQAR Methodolog yorganised by Cosmopolitan's Valia College of Commerce and Arts IQAC and IQAC Cluster India on 23rd July 2019NIl	NIL	1000
2020	Mr. Chaitanya Veer - Librarian	Online Informative Session Live On Zoom Free Resources for Researcher organized by Mumbai University and College Teachers Association On 7th April 2020.	Nil	200
		[View File](#)		

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development Programme	Nil	07/12/2019	07/12/2019	30	4

2020	National Workshop on Develop ment of EContent for Effective Teaching and Learning	Nil	03/03/2020	04/03/2020	94	Nill
2019	First Aid Training (During Heart Attacks By Wockhard Hospital team)	First Aid Training (During Heart Attacks By Wockhard Hospital team)	21/06/2019	21/06/2019	26	4
Nill	Inter In stitutiona l dialogue on Draft National Education Policy	Nil	19/07/2019	19/07/2019	65	Nill

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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
Refresher Course in Commerce, Shri Ram College of Commerce (University of delhi)	1	21/10/2019	27/01/2020	112
NATIONAL LEVEL FDP ON ECONOMIC DEVELOPMENT PROGRAMME ON IMPACT msmes POST COVID-19 organized by Nirmala Memorial Foundation College of Commerce Science in collaboration	1	26/05/2020	26/05/2020	1

with edfly Learn ~ Learning Management Solutions				
International FDP on Digital Teaching and Learning Environment organised by Pillai College and MUCTA	1	11/05/2020	13/05/2020	3
Faculty Development Workshop on E-Learning organised by H.R. College of commerce and Economics in collaboration with EdFly	2	20/03/2020	20/03/2020	1
National Faculty Development Program on "Research Methodology" jointly organized by Department of Commerce, University of Mumbai and S.K. College of Science and Commerce, Nerul	1	17/05/2020	22/05/2020	6
ARPIT Refresher Course In Commerce	1	21/10/2019	27/01/2020	112

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
26	32	30	30

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. LTC facility 2 Loan facility from their Provident Fund 3 Picnic	1. LTC facility 2. Medical facility 3. Loan facility from their	1.Poor students Fund 2. Scholarships (ST/SC/OBC) 3. Group Insurance of

for staff 4. Sports Activities 5.. Gymkhana 6. Christmas Gift 8. Sponsorship of participation in Conference, Seminars	Provident Fund 4.Picnic for staff 5. Sports 6. Gymkhana 7. Christmas Gift	students

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 financial accounts is audited by the officer on special duty appointed by the management 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. All the necessary documents and vouchers , bills are provided which are verified by the external auditors. 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	4423014	Construction of building
[View File](#)		

6.4.3 – Total corpus fund generated

4000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Mumbai	No	Nill
Administrative	Yes	Local Inquiry committee	No	Nill

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

1.Distribution of mark sheets to inform the progress of the wards through parent interactions. To improve the learning experience parents suggestions are taken. 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 4. Parents appreciated the placement efforts of the college 5. Parents were also appreciative of the certificate courses conducted by the college.

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

1. Regular meetings are held by the Principal with th support staff to motivate, direct and encourage them to discharge their responsibilities effectively. 2. Meetings with library staff for introducing new library programme 3. Meeting with office staff for distributing responsibility 4. Regular support staff meeting for planning and implementing various programmes both academic and co curricular activities..

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

1. Maintaining of Academic Diary for better planning and execution of teaching plan. 2.Parent interactions during distribution of mark sheets.3.Mentoring students by helping them cope with personal difficulties, study related issues, choice of career etc. attendance. 3. Parent orientation programmes to familiarise them with the functioning and activities of the college

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
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
2019	Orientation Programme for First Year students	28/06/2019	05/07/2019	05/07/2019	1100
2019	Inter Inst itutional dialogue on Draft National Education Policy	12/07/2019	19/07/2019	19/07/2019	65
2019	Orientation Programme for Mcom / MA Part I students	01/08/2019	02/08/2019	02/08/2019	95
2019	New AQAR Methodology 16	16/09/2019	18/09/2019	18/09/2019	20
2019	Self Defense Workshop	20/09/2019	24/09/2019	24/09/2019	83
2019	New AQAR Methodology	10/10/2019	12/10/2019	12/10/2019	18
2019	Faculty	04/12/2019	07/12/2019	07/12/2019	30

	Development Programme on Child Abuse and Sexual Harrassment				
2020	Developed and Published policy paper on Prevention Prohinition and Redressal of Sexual Harrassment at Work Place	13/01/2020	09/03/2020	09/03/2020	135
2020	Organised Convocation Ceremony for TYBCOM/BA/BMS/BAF/BBI/BSc IT	18/01/2020	25/01/2020	25/01/2020	1070
2020	PODSCORB 2020 One Day Intercollegiate Event	01/02/2020	20/02/2020	20/02/2020	690

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender sensitisation programme	23/01/2020	23/01/2020	41	24
Celebration of International Women's Day	09/03/2020	09/03/2020	115	20
Self Defense workshop	24/09/2019	24/09/2019	60	23
Talk on 'PCOD - Modern Lifestyle challenge	27/09/2019	27/09/2019	122	Nill

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

The college campus uses LED lighting which helps in conserving electricity and working expenses. Tree plantation drives by NSS, NCC, planting of medicinal and fruit bearing trees, and the upkeep of the greenery around the college help in maintaining healthy oxygen levels in the local environment. The Maintenance of garden by the support staff helps to create a peaceful ambience helps instill in students love and care for nature . Students involvement in Swaach Bharat Abhiyan also supports consciousness for a clean environment. Paper waste is disposed off to recycling agencies. Garden and green waste is used as organic fertilizer for growing plants. 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	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	09/07/2019	1	Tree Plantation Vruksh Dindi	Environmental conservation95	95
2019	1	1	19/07/2019	1	Inter Institutional dialogue on Draft National Education Policy	Cleanliness in public places	65
2019	1	1	07/08/2019	1	Peace Rally	National Integration	88
2019	1	1	27/08/2019	1	Swachh Bharat Abhiyan	Cleanliness	36
2019	1	1	13/09/2019	1	Voter Registration Awareness Rally	Awareness of Voting responsibiity	114
2019	1	1	25/09/2019	1	Blood Donation	Helping the surrounding community needs by donating blood	86

2019	1	1	02/09/2019	1	Aids Awareness Rally	Awareness about AIDS and its preventionin	147
2019	1	1	27/09/2019	1	Swachh Bharat Abhiyan	Cleanliness	58
2019	1	1	05/12/2019	1	Clean Environment	Clean Surroundings	75
2020	1	1	13/02/2020	1	Survey Of Water Scarcitiy	Awareness about water conservation	43

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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	03/06/2019	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.
Policy paper on Prevention, Prohibition and Redressal of sexual hrrassment at work place	09/03/2020	To maintain a safe environment to all learners and employees a policy paper was framed based on the inputs of faculty members and students. A complaint form is also prepared and uploadied on the website for use of the complainant.
Code of Conduct for Teaching Staff	01/07/2019	Code of Conduct of professional ethics is stated and followed as per the statutes of the government and the revised Maharashtra University Act . The

| | | roles and responsibilities are followed meticulously in the functioning of the day to day college activities through committees and statutory bodies. |
| | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Internatinal Yoga day	21/06/2019	21/06/2020	118
Swachh Bharat Mission	26/06/2019	26/06/2019	45
Fine Arts Competition	05/07/2019	05/07/2020	80
Vrukha Dindi	09/07/2019	09/07/2019	95
Tree Plantation	09/07/2019	09/07/2019	78
Oath on Tobacco Free India	18/07/2019	18/07/2020	75
Friendship Day	02/08/2019	02/08/2019	1500
Peace Day celebration	09/08/2019	09/08/2019	85
Lecture on Role of Lokmanya Tilak in past and present	20/08/2019	20/08/2019	56
Independence Day Celebration	15/08/2019	15/08/2019	154

View File

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

1. NSS, NCC upkeep the greenery around the college through Tree plantation drives 78 students participated in it. 2. Use of LED lighting in the campus. 3. Maintenance of beautiful garden to create a peaceful ambiance in the ampus. 4. Garden and green waste is used as organic fertilizer for growing plants. 5. Disposal of paper waste to recycling agencies.6. Swachh Bharat abhiyan by 43 NSS volunteers at Kochiwade adopted village .7. Swachh Bharat Abhiyan by 45 NCC students at Hutatma Smarak. 8. Swachh Bharat Abhiyan by 118 NSS volunteers at Hutatma Chowk, Suruchi Beach area, college campus, 9.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices – 1 Title of the Practice : Library a knowledge centre , supporting and enhancing the academic environment. The Context : Changes taking place in the field of information technology , teaching and learning methods in the society is bringing about a transformation in the functioning of the library . Proper use of information technology, along with traditional modes is the necessity of the hour. Library being the centre of knowledge dissemination ,needs to be abreast of the changes and update its system continuously for the benefit of the student community and the faculty. Covid-19 brings in more

challenges. With digital mediums, becoming stronger and popular among the youth , libraries which are knowledge resource centres of educational institutions are finding it difficult to find a place in the student community. Objectives of the practice: ? To provide wide access of information to learners who come from various social and knowledge orientation and make users knowledgeable and empowered to engage with academic activities. ? To provide a variety of information tools to users to choose from . ? To provide appropriate services in a conducive environment as required by different user groups i.e students, teachers, researchers, society etc. ? To acquaint students with the services that the library provides and help them to use the resources available in the library to supplement their learning process along with class room teaching. ? To optimise the usability of the library resources. The Practice: To enhance the learning process of students and faculty the activities undertaken by the library were - 1. Reading Mission 2022: Celebration of Reading Day in the memory of P.N. Panicker (Father of Library Movement in the State of Kerala India) on 29th June 2019. The library organized reading books, book Quiz competition to enhance reading habits among students. 2. Library Literacy Orientation Programme: For the First-year students to create awareness of library services and increase reading habits among students, information about the N-LIST (National Library and Information Services Infrastructure of Scholarly Content) service, DELNET were provided to the learners class wise. 3. The library organized a lecture on "Developing Library Network (DELNET) resources services and online demonstrations" for the teachers and students on 24th August 2019. 4. Book Exhibitions: Birth anniversaries celebration of eminent individuals like Dr. S. R. Ranganathan, Lokmanya Tilak , Mahatma Gandhiji , Dr. APJ Abdul Kalam were organised. On all these special days books of and written about them were exhibited . It enabled the stakeholders to know more about these personalities closely. 5. Best Library User Award: To promote usage of the library services and increase footfalls into the library , the library team meticulously observed the readers and the best library user award for students and faculty were introduced. The awards were distributed to the winners. 6. N-LIST Best Usage Award: The library has started a N-LIST (National Library and Information Services Infrastructure for Scholarly Content) Best Usage Award for students which will encourage the use of online e-books e-journals from N-LIST. 7. Celebration of Library Week from 24 Feb - 29 Feb 2020) Various activities included Book Search Competition , Book Shelving Competition ,Book Exhibition Cum Sale, Poster Competition , Thematic Documentary Competition, Intercollegiate Book Review Competition. 8) Two Days National Level Workshop: National Level Workshop on the Development of E-content for Effective Teaching and Learning was held on 3rd and 4th March 2020 organized by Knowledge Resource Centre and Internal Quality Assurance Cell (IQAC) of the college . Knowledge Bridge, Ahmednagar (MS) provided the resource persons for the programme. Faculty from across the nation participated and 94 participants benefitted from this programme. 9) Three Days Online Webinar: An online National Webinar was organised from 21st to 23rd April 2020. It was jointly organized with , Dr. Babasaheb Ambedkar Marathwada University (BAMU), Knowledge Resource Centre (KRC), Aurangabad and Soft tech Solutions Services (SSS), Pune. Obstacles faced and strategies adopted to overcome them- ? Motivating students and involving them to participate in the activities is a challenge. ? Many of the students are coming from economically weak sections and have taken part time jobs. They do not find time to involve in college activities and events and activities are conducted after lectures. ? The library is not open in the evenings and holidays it limits the usage of the resources of the library. Strategies – • Certificates were issued to the winners and participants of the competition as a motivation for their effort and for increased participation in events. • Mentors during their interaction with the mentees during lectures guide them to use the library resources like reference books, question papers, journals, etc. • Involve mentors while conducting programmes to encourage

student participation. • Identify ways and means for providing library facilities beyond the students and staff. • New methodologies to be adopted for making N-List and DELNET familiar and usable for users. • Make SWAYAM chapter active and encourage more faculty and students to register for suitable courses. Impact of the practice – Various activities organised by the library helped participation of students and an affinity to the library. • Regular student library users for the academic year increased and were appreciated with certificates of - Best Library User , N-LIST Best Usage Award in the e-resources category. • Book search competition for students and faculty was organised and which had a participation of 90 members. • Book Shelving Competition was organised and 42 students participated in this event. • Poster Competition – Students made creative posters on given themes 17 students participated in the same. • Thematic Documentary Competition – Students prepared a documentary for 3 to 7 minutes on the topic given 29 students participated in the competition. • Intercollegiate Book Review Competition –. Students prepared a book review for presentation for 5 to 7 minutes. 18 students participated in the event. Resources required – • Good computing facilities and library infrastructure • Skilled library personnel are essential to create and constantly update the resources with new information. Best Practice - 2 Title of the practice- Institutional methodology for delivery of syllabus to the learners. The Conte The Context The goal of this practice is to bring in a methodology in measuring student performance and learning outcome. This practice communicates to the faculty and learners all about the courses and identify with the course in its true sense. Programme outcome will help learners decide whether the programme will help achieve objectives of learning. This will help them to analyse the delivery of lectures and to give a proper feedback about the programme and course. The faculty will get a thorough understanding on the programme and course he/she teaches, help prepare the delivery of lectures (teaching plan) effectively. Feedback on exit survey and result analysis helps to replan things to suit the practical needs of the learners. Objectives of the Practice – ? To help the faculty members to have transparency with learners on course expectations and end goal. ? To help the learners to identify what they should be able to do to be successful in after completion of the course. ? To enable the learners decide if the course rightly fits their goals. ? To help in the smooth delivery and receipt of syllabus in an acceptable manner by both faculty and the learners. The Practice - The University Of Mumbai has not defined program objectives for undergraduate courses like BCom, BA, BSc IT, BMS, BAF,BBI etc., The IQAC of the college took initiative and guided the departments to prepare the programme outcomes (PO), Programme specific outcomes (PSO), course outcomes (CO) which was finalised after discussing with the faculty members. The course outcomes helped the faculty in preparing a meaningful teaching plan for their courses. IQAC also trained the staff for mapping of PSOs to each course outcomes by using correlation level in a scale 1: Slight (Low)2: Moderate (Medium)3: Substatial (High). The mapping was done by each faculty for the courses they taught and target level for each of the courses were arrived at. This enabled to determine the overall target level for the courses. The POs, PSOs, COs are published in the college website for reference of stakeholders. The college has printed an 'academic diary' which includes teaching plan and daily work report the same is duly completed and attested by the head of the departments. Exit survey for each of the courses has also been developed and the same is filled by the learners on completion of the course. The analysis helps the faculty members to make suggestions during interactions with the board of studies members. On declaration of results the faculty calculates the attainment of the course based on predetermined standards. The attainment level is prepared on a scale of 1 to 3 for each course which is compared with the overall CO target level. A report is prepared in which observations, action taken and suggestions are mentioned. This report will help the HODs to support and supervise the

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/uploaded_files/Best_Practices_2019-20.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 DISTICTIVENESs- 19-20 The location of St. Gonsalo Garcia college, Vasai also known as Bassein is gifted with natural beauty, serenity and tranquility. This place is considered as the cultural and historical heritage centre of Maharashtra, which was the headquarters of the Portuguese in the north, next in importance to Goa. Our college, with a brilliant history of 36 years, has created a presence for itself as an institution which promotes quality initiatives to create unique citizens with national consciousness , competencies, social concerns and humane values. The focus area is the mission statement 'Let Thy Light Shine', which provides a multi-faceted learning to the learners who spend their crucial academic years with us. The college organizes for its learners 'beyond the curriculum' activities for promoting right skills, attitude and values for a successful and meaningful living. The college authorities, staff and students believe that the true spirit of enablement lies in the continuous efforts of the various departments for creating lasting opportunities. To achieve the above the college departments conducted the following programme successfully. Subject Capability Improvement: College conducted remedial courses to improve the learners subject understanding for students , who were weak in Mathematics and Statistical Techniques and Economics and who have got ATKT in the subjects. Communication and Writing skills: Nirmiti (wall paper)essay competition , handwriting competitions, film reflections, poetry recitation, question answer session, street plays, poster making were programmes which enhanced and helped to improve these skills of students. Career Guidance and Market Orientation skills – PODSCORB an intercollegiate event was organised which provided career guidance and market orientation skills needed by the student community in present corporate environment. Participants where from colleges in Vasai and Mumbai. Conceptual skills and interpretation skills- Various activities like Seminar - How to prepare Research Project, Webinar on Online Sexual Exploitation , History Through Traditional Dresses, were conducted to enhance these skills of the learners. Entrepreneurial skills – Students participated in Diwali Dawn of entrepreneur , gramin udyogata vikas programme encouraged learners to sharpen their entreprenueral skills. Leadership skills and life saving skills- Leadership camps and disaster management camps enabled the NSS and NCC students to strengthen their leadership traits and organising skills. Practical learning - Programmes like Cyber security and ethical hacking, posters on social topics,tree plantations, Say no to drugs, peace rally, voters awareness rally, swach bharat abhiyan, blood donation , Aids awareness rally , Constitutional day celebration, Importance of Human rights, Service selection board training, helped students to get practical knowledge on subjects within and outside the syllabus. Professional Skills - Pandharvada competitions, Bhasha Diwas, Hindi Week, Industrial visits, Study tours, visit to Bombay Stock Exchange, Annapurna Yogana helped to strengthen the professional skills of student learners. Research writing skills –Seminar on how to prepare research project, workshop on research methodology , survey on water scarcity , socio economic survey etc, strengthen the participants. Yoga skills – Yoga day celebration encouraged participants to take up yoga as part of their daily routine.

Provide the weblink of the institution
https://www.ggcollege.ac.in/uploaded_files/Institutional_Distinctiveness_2019-20.pdf

8.Future Plans of Actions for Next Academic Year

1. A proper system to be identified for Virtual teaching. 2. Facility and availability of G-suite for Virtual Classrooms to be examined. 3. More vibrant vendor to be identified for ERP Solutions in place of the existing systems. 4. Virtual examination platforms to be identified to contact internal and external examinations 5. All departments and extra curricular activities to be encouraged to organise online programmes and webinars. 6. New areas in the mentor- mentee systems to be identified and introduced. 7. Students and faculty to be encouraged to join for Various courses conducted by NPTEL 8. Swayam Chapter to be popularized among students for skill enhancement. 9. More certificate courses to be introduced by the departments. 10. NAAC accreditation 3 cycle to be initiated. 11. Renovation and maintenance of the old building and shifting for office to ground floor to be done.