



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

HIND SEVA PARISHAD'S PUBLIC NIGHT
DEGREE COLLEGE

- Name of the Head of the institution **Dr. Seema S. Malankar**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **8108781155**
- Mobile no **9029748896**
- Registered e-mail **pndc1998@gmail.com**
- Alternate e-mail **dr.seemamalankar@gmail.com**
- Address **Hind Nagar, Aaram Society Road,
Vakola Market, Santacruz (East),**
- City/Town **Mumbai**
- State/UT **Maharashtra**
- Pin Code **400055**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Mr. Raju N. Savkare**
- Phone No. **8108781155**
- Alternate phone No. **8108781166**
- Mobile **9867913911**
- IQAC e-mail address **pndcnaac@gmail.com**
- Alternate Email address **dr.seemamalankar@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://publiccollege.in/agar-20-21-2/>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://publiccollege.in/academic-calendar-21-22/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.43	2008	16/09/2008	15/09/2013

6. Date of Establishment of IQAC

05/12/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

1) Academic and Administrative Audit, Green Audit, Electricity Audit, Water Audit, Gender Audit and Library Audit conducted from appropriate authority. 2) Six Days Certificate Course on Skill Development organised for college students. 3) Six Days Certificate Course organised on Intellectual Property Rights (IPR) 4) Six Days FDP on "Trends in Banking and Insurance"

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

Plan of Action	Achievements/Outcomes
1) To complete NAAC Re-Accreditation of the college.	The college has started taking initiatives in the direction of NAAC Re-accreditation.
2) To obtain financial aid from government and non-government bodies under 12 (B)	The college is in the process of organising seminar/ conference/ workshop for which grant could be sought under 12 (B) and the same could be done in the academic year 2022-23.
3) To organise more workshops/ Training Program for students and staff on Research Methodology.	organised a Six Days FDP on "Trends in Banking and Insurance"
4) To Complete promotion under CAS of all eligible teachers.	Successfully completed the promotion process of 4 teaching staff members under CAS.
5) To organise certificate courses on skill development for students.	Organised a six days Certificate Course on Skill Development organised for college students. organised a Six Days Certificate Course organised on Intellectual Property Rights (IPR)

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	23/04/2022

14. Whether institutional data submitted to AISHE

Part A

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Name	Date of meeting(s)
College Development Committee (CDC)	23/04/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	26/02/2022
15. Multidisciplinary / interdisciplinary	

The objectives of the NEP 2020 is to bring structural changes, regulatory reforms, and introduction of holistic & multidisciplinary curriculum. The outcome of the same would be to have change in the leaning environment and change in the learning process of the learner. In order to give more focus on the carving of the learner's skill improvement and development of their ability, it is necessary that an identified set of skills and values shall be incorporated in the learning experience of the students in the framework of higher education. The ultimate goal of higher education is, therefore, far ahead of just creation of greater opportunities for individual employment. it is more directed towards developing a key to more vibrant, socially engaged, cooperative communities and a happier, cohesive, cultured, productive, innovative, progressive, and prosperous nation. In order to fulfil the Objectives of NEP, our college will develop a plan of action to incorporate the features of NEP 2020,

A committee will be setup in our Public Night Degree College which will have following goals to be achieved --

- 1) To identify the gaps in existing academic system of college.
- 2) To study the likening and demand of local students in multidisciplinary curriculum & interdisciplinary curriculum.
- 3) To provide training to teachers through workshop/ seminar to give their best in implementation of NEP 2020 successfully.
- 4) To organise more program/ certificate courses/ seminar/ workshop/ conference to meet their demand in multidisciplinary/ interdisciplinary education.

16.Academic bank of credits (ABC):

It is one of the provisions of the National Education Policy 2020 (NEP 2020) to introduce the Academic Bank of Credit (ABC). As per the provisions of ABC students of undergraduate and postgraduate degree courses will be allowed to exit the course and enter within a stipulated period. Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to

time. <https://www.abc.gov.in> : A portal has been launched, with the aim that HEI & Students can register in this portal. Students will be allowed to earn credits through various HEIs registered under this scheme and courses offered under National schemes by SWAYAM, NPTEL, V-Lab.

College has planned to train the students and staff members to open their Academic Bank of Credit (ABC) and generate their ABC ID after receiving the detailed guidelines from the University of Mumbai to which the college is affiliated.

17.Skill development:

The NEP 2020 proposed for the all-inclusive development of learner with main emphasis on skill development to achieve the mission of "Self Reliant India". The objective of skill development could be achieved only if certain vocational courses, skill development programs workshops, etc. are incorporated in the college curriculum. We at Public Night Degree College, every academic year add various skill development programs in order to all round development of our students. All committee heads are informed in the beginning of the academic year only to organise activities leading to skill development. Various skill development activities are already conducted by our college during the academic year 2021-22.

During the academic year 2021-22 following activities were organised in the direction of skill development.

1) Six days certificate course on Skill Development was organised with the organisation 'Skill Skool' from 06/12/2021 to 11/12/2021 by IQAC Cell.

2) Skill Development Program was organised on 05/01/2022 by the Department of Accountancy.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

According to NEP 2020, India has a rich heritage of culture, developed over thousands of years and demonstrated in the form of arts, works of literature, customs, traditions, linguistic expressions, artifacts, heritage sites, and more. India has many things offer in the form of its culture, tradition, etc. Thus, the promotion of Indian arts and culture is important not only for the nation but also for the individual. NEP proposes the

cultural awareness among the students, in order to provide them with a sense of identity, belongingness and appreciation of other cultures and identities. It would also build a positive cultural identity and self-esteem among the students.

The Indian Education System needs a complete change.

NEP recognizes that our country holds a distinct place at the global stage which is only because of its cultural developments, civilisational values and rich literature in all the fields.

Therefore, all curriculum and pedagogy, right from the foundational stage onwards needs to be again designed and the same shall be strongly rooted in the Indian and local context and ethos in terms of culture, traditions, heritage, customs, language, philosophy, geography, ancient and contemporary knowledge, societal and scientific needs, indigenous and traditional ways of learning etc.

We here at Public Night Degree College is planning to link Indian art and culture into teaching learning process. As Government of India has already initiated courses on online platform such as SWAYAM ,DIKSHA , etc. for linkage of traditional knowledge with modern teaching mode. Our college will systematically encourage faculties and learners and blend the same in seamless manner with current curriculum. Apart from our college has organised a session on "Teaching of Bhagvad Geeta" by our alumni and devotee at Iskon Temple Swami Rajkumar Vishwakarma. During the session students were informed about the teaching Bhagvad Geeta and its relevance in morden period .

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education (OBE) is an educational approach and a learning process which focuses on the clearly defined outcomes. Under OBE all instructional efforts are directed towards achieving the well difined outcomes. It ensures that the students shall demonstrate the outcomes when he/she completes the program. It helps in measuring the student's performance in the form of outcomes. While measuring the outcomes/ performance of the students it takes into account their knowledge, skills, abilities, attitudes and understanding.

OBE Includes Program Outcome and Course Outcome.

Public Night Degree College organised several certificate courses such as

- 1) Certificate course on Intellectual Property Rights,
- 2) Certificate Course on Skill Development,
- 3) Certificate Workshop on Yoga,
- 4) Six Days Faculty Development Program on "Trends in Banking and Insurance"
- 5) Workshop on Self Defence
- 6) 6 Days Student's Development Program on Investro's Awareness, etc.

during the academic year 2021-22 and after the completion of the a tests were conducted to test the understanding the students, We also undertook activities to ensure that the targeted results is achieved after completion of the program.

In future also Public Night degree College is planning to incorporate many programs, certificate courses, training workshops in the curriculum to make the curriculum outcome based.

20.Distance education/online education:

Distance Education/ Online Education could reach to endless learners sitting at any corner of the world. A learner from any remote place can study any program from any/ several educational institution as per his/her choice. All of us have experienced the importance of online education during the period of Covid-19. If Education is blended with Technology generates good results.

We at Public Night Degree College tries to incorporate the technology in our day to teaching learning process. in addition to classroom teaching faculty members are encouraged to share the videos, PPTs, Online Links related to the topics with the students so that the teaching learning process would become more interesting. Sessions were organised and have planned in future also to train and motivate teachers and students to make use of various online learning platforms such as Swayam, etc.

College has subscribed to N-List (an Online Learning Platform) where students and faculty members could refer many online magazines, research materials, reference books, etc.

Faculty members are being trained to prepare the videos of the topics of their subjects in OBC software and upload on the platform like youtube so that many learners could take advantage of the same in their learning process.

Extended Profile

1.Programme

1.1	04
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	508
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	0
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	166
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	11
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	0
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	12
4.2 Total expenditure excluding salary during the year (INR in lakhs)	Aided Section - Rs. 15,83,974 Unaided Section - Rs. 21,83,040
4.3 Total number of computers on campus for academic purposes	44
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college follows the curriculum designed by University of Mumbai since the college is affiliated to University of Mumbai. College plans all activities in such a manner that the curriculum delivery become more interesting, effective and interactive.</p> <p>In order to ensure the smooth functioning of all planned activities college has formed various committees such as Time Table Committee, Attendance Committee, Discipline Committee, etc.</p>	

Academic Calendar

- In order to streamline the teaching learning process academic calendar is prepared in advance.
- Academic Calendar is discussed in the meeting by the principal and staff for valuable suggestions and advice. After that it is given to the committees and departmental heads for follow-up action plan.

Review meetings are conducted by principal at term end to monitor the effective implementation of academic calendar.

Time Table Committee

- Time table committee prepare timetable as per workload assigned to individual teacher by University of Mumbai.
- Time table is given to subject teacher to plan their lecture accordingly.
- Time table is displayed on notice board in staff room as well as on the college notice board. Apart from that it is also posted on students whats App group.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

All affiliated institutions prepare academic calendar specifying the details of activities to be conducted during the academic year and also include the dates of term start and term end with vacation period on the basis of the Term Plan Circular of University of Mumbai.

Our college strictly follows the calendar provided by University of Mumbai and plan for all academic and non-academic (co-curricular and extra-Curricular) activities including CIE and term end examination. College prepare broad outlined frame work for Teaching - Learning and Evaluation so that entire process is streamlined and smoothly completed within given time period. As per the institutional Academic calendar all departments prepare

their own schedule for teaching, curricular and co-curricular activities. The departmental activities not only include lectures but also various other aspects like guest/ expert lectures, guidance sessions, internal assessment plans, etc. Principal closely monitor that academic plan is strictly followed by all the respective departments. Internal assessments, projects and assignments are designed as per the academic calendar. The Principal, through the academic committee meetings, frequently reviews the semester-wise progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

04

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

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

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

06

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

320

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

College has very strong commitment to mould overall personality of our learner in such a way that they become sensitive towards various issues like good conduct, gender equity, social and environmental problems being faced by nation through imparting.

There are core subjects in B.Com. and BMS curriculum of University of Mumbai that help in developing and inculcating values and ethics in learner. These subjects also widen the horizon of knowledge of the learner in direction of critical thinking and understanding issues like social disparity and gender issues, Environmental issues, etc. The main thrust of such subjects is to develop socially insightful behaviour among the learner.

Such subjects and their course outcome are as follows: Foundation Course

The syllabi of foundation course include wide area of chapters that addresses various social, environmental as well as human issues. While teaching subject, faculty take care that student become thoughtful for social issues faced by nation.

Business Communication

Syllabi of this subject is framed in such a manner that is develops professional ethics among the learner. It helps them to learn skills and etiquette to present themselves in business world.

Environmental Studies

It covers various environmental issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

03

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

452

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://publiccollege.in/wp-content/uploads/2023/08/All-Feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://publiccollege.in/wp-content/uploads/2023/08/All-Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

508

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

39

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

In the beginning of the academic year students are identified as slow and advanced learners based on their matriculation+2 marks.

This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners.

Bridge course

Bridge Courses are conducted at the departmental level to uplift the students to the level education.

Bridge course are conducted by the Department of:

1. Business Communication
2. Accountancy
3. Economics
4. Commerce and
5. Computer Science
6. Mathematics & Statistical Techniques Remedial Lectures

Remedial lectures practice helps the struggling learners to improve their subject knowledge and helps them catch up into their peers.

Peer Group Learning

Peer groups are encouraged by faculty where advance learners are motivated to help slow learners through group study method.

Printed Notes

Printed notes are given in printed format so that slow learner can understand topics easily.

Strategies for the advanced learners

Advance learner are given extra care by way of mentor-mentee system where faculty motivate them to study better to secure good marks.

The academic achievements of the students are extremely motivated and highly praised by the College by awarding appreciation certificate on annual day.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
508	10

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

1. Experiential Learning:

Project work is given to students where they are assigned to prepare Power point Presentation Slides/ Charts, short skit, Posters, etc. to enhance their learning.

Industrial visit and field visits are planned for students to give new insight to them about various management subjects.

Expert guidance session are organized to give students knowledge about real time work culture in industries.

2. Participative Learning

Students are given short topics from syllabus and asked prepare small play/ act on it, which becomes a very good

exercise to develop critical thinking among students. Extension activities like NSS, DLLE and Nature Club try to enroll maximum students in its wing. Through participating in extension activities, college try to develop social responsibilities among learners and they learn how their participation has brought changes in the society.

Competitions like Debate, quiz, elocution, etc. are organised to

augment skills like critical thinking, quick response to situations, reasoning and leadership qualities as well as team spirit.

3. Case studies

Case study method is adopted in teaching-learning process to develop logical thinking among the learners and to give them practical knowledge in order to develop their problem solving ability.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	NIL

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

In order to adapt to the changing educational environment teachers blend their teaching with technology. Teachers use ICT in their teaching. following the details of the same:

1. Teachers use PPT of their subject while delivering lectures.
2. Teachers show YouTube videos of their topics with the students and in addition teach the same in the class.
3. Two class rooms and computer Lab are fully furnished with ICT enabled tools.
4. College has two DLP Projectors as well as laptops for conducting lecture.
5. Most of the faculties use interactive methods for teaching. The major emphasis is on classroom interaction in terms of seminars, debates, group discussions, assignments, quiz/tests/viva and practice sessions.

Institute premises are Wi-Fi enabled

1. Specialized computers with internet and printers are installed in both of the staff rooms.

2. Library has computers and internet facilities for students to use to prepare notes/ projects/ assignmentsof their subjects .

3. Well security is provided to Wi-Fi users. Its access is controlled by the system administrator.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

10

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

2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

01

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

15

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

2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment

Internal Class Tests are incorporated in the academic calendar and informed to the heads of each department. After completion of each topic/ chapter internal class test is taken and mark statement is displayed on the notice board. Student's performance is discussed with them and in case of deviation, if any, is discussed with students and guided them for improvement in each semester. All the records and data bank of attendance in internal examinations, question papers assessed answer sheets/copies, summary of marks sheets, are properly maintained. There is complete transparency in

the internal assessment for each assessment method as described below. Model Answers and marking scheme is prepared by every subject teacher before valuation.

Class Assessment Test: after evaluation, marks are displayed by faculty members. Assessed copies are shown to the students.

Semester End Examination: Valuation is done by the respective subject teacher through centralised valuation system. Sample Answer sheets are moderated by external moderators.

Students are given chance for revaluation and verification of marks after the declaration of results.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The college has proper mechanism to deal with internal examination related grievances, the details of the same is given below:

1) In case of any grievances regarding internal assessment, the student is free to interact with the teacher and get it resolved.

The unresolved grievance, if any, is referred to the Principal of the college.

Student has following rights to resolve their grievances related to internal as well as external assessment:

- Right to apply for verification of answer books - students can apply to the college within a period of 21 days from the date of declaration of the concerned examination result in the prescribed form for verification of marks of his answer-books.

- Right to apply for verification with photocopy of answer books

-The student has the option to apply for the photocopy and verification of marks of the

• Right to challenge the evaluation of answer books -If any student is not satisfied with the marks awarded to him/her, he/she may challenge the same by applying to the college in the prescribed form within 8 days from the date of issuance of photocopy of answer book by the university.

3) The evaluation of answer sheets of the first and second year undergraduate programme is carried out at the college level, in a time bound schedule and in a best possible efficient manner and the results are submitted to the university within a stipulated time. The mark sheets are displayed on the college notice board for easy access.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college take all efforts to make all the stakeholder aware about the Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs).The same are widely propagated and publicized through various means such as display and/or communication specified hereunder.

Website

Curriculum /regulations books Class rooms

Department Notice Boards

Student Induction/ Orientation Programs Parents-Teachers Meet

Faculty meetings Alumni meetings Library

Mechanism of Communication:

Graduate attributes are described to the first year students at the commencement of the programme by conducting orientation session.

At least two lectures are spent by the teachers for introducing the subject and outcome of the same to the Students.

Internal assessment system is used to monitor the Learning Outcomes of the Programs and Courses.

The importance of the learning outcomes has been communicated to the teachers in every Staff Meeting by discussing the syllabus.

The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through orientation sessions, introductory lectures of all subjects and the same are displayed on the college websites too.

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

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

Course Outcome Attainment

Course outcome assessment is based on internal examinations, semester end examination and quiz. Each question in internal/semester end/assignment/quiz is tagged to the corresponding CO and the overall attainment of that CO is based on average mark set as target for final attainment.

Internal Examinations are conducted through class test and quiz which cover to evaluate all the relevant COs attainment.

Semester End Examination is descriptive, and a metric for assessing whether all the COs are attained.

Attainment of Program Outcomes and Program Specific Outcomes

All the courses which contribute to the PO are identified and these courses are evaluated through the Course Outcomes using Internal and External exam. The overall results from the assessments of the PO are compared with the expected attainment.

The PO is considered satisfied on attainment of the expected level.

For each course, the level of attainment of each CO is compared with the predefined targets, and if not attained, the course coordinator takes necessary steps for improvement. If the target criterion level is not reached, then faculty suggest for improvement to attain the same with extra lectures as well as remedial lecturers for slow learners.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

165

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://publiccollege.in/2-7-1-students-satisfaction-survey-21-22/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****01**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****Nil**

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovative Ideas

Specimen books of teachers are issued to economically weaker students who could afford to buy books from the market.

Certificate courses are conducted on the topic of skill development, communication development, computer efficacy.

Yoga sessions are organised in association with Sahaj Yoga Foundation to help students to manage their stress level.

Training programs are organised in association with financial institutions such as BSE, NSE, etc. to train students on financial markets.

MOUs are created with other institutions for Faculty and Learning Resources Exchange.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

02

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
0	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
01	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
05	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	

As per attached file	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year	
02	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File
3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
08	
File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File
3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

04

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

04

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has well maintained campus with many trees and plants. College ensured adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Classrooms: College classrooms are spacious and properly ventilated with adequate seating capacity. All classroom have provisions for the use of DLP projectors and the portable screens for the effective lecture and ICT enabled teaching and learning.

Audio- Visual Classroom/ Smart Classrooms: College has installed two smart classrooms with internet facility.

Library: College has big library which is spacious and ventilated. College library is WiFi enabled. Two computers with internet facility is available for the students in the college library to browse the necessary study materials form internet. It has wide range of collections of learning resources like text books, reference books, journals, magazines, newspapers. Apart from this it has various e-resources like educational CDs, E-Journals. It has a membership of N-List for online reference.

Computer Lab: Big and spacious computer lab is also available with 40 computers. The lab has internet facility. One DLP projector is fixed in the computer lab and one portable DLP is available in the computer lab.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

Cultural Activities:

College always encourages students to take part in cultural activities like, Dance, Drama, Skit Competitions for the overall development of the students. It has following facilities for cultural activities:

Seminar Hall: The College has one seminar/ conference hall. These halls are regularly used for conducting national / international seminars at the college.

Cultural Hall: College has one big cultural hall to facilitate celebration of cultural events and Yoga Activities.

Sports Activities

Along with academic activities sports activities are also important for the mental and physical fitness of the students. Faculty members always motivate students and staff to take part in sports activities. It has the following facilities for the sports activities:

Big Playground: College has big playground for the outdoor sports activities like Cricket, Volleyball, Kabaddi, Kho-Kho, Football, etc.

Indoor Gymnasium: Indoor gymnasium is also available to facilitate the indoor games like Table Tennis, Chess, Carrom, etc.

Gymkhana: College has big gymkhana with ample number of instruments for physical fitness of staff members and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

04

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.35

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

4.2 - Library as a Learning Resource

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

Name of the ILMS Software - E - Granthalaya

Nature of automation (fully or partially) - Partially

Version - 3.0

Year of Automation - 2015-16

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.247

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

9.33

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college ensures the regular update of IT facilities on regular basis.

IT materials are purchased as per the need and requisition by computer faculties. During the academic year 2019-20 college has prepared 2 A.V. Rooms/ Smart Classrooms.

The entire degree college is WIFI enabled.

In addition to the WIFI internet, College has cable net also with an internet speed of 100 Mbps.

College has appointed separate IT Support staff who is in charge of regular maintenance of the Computer Lab. There are 40 computers in the computer lab and 9 in other places (administrative office, library, staff common room) with sufficient configuration in college. All computers have internet facilities.

Colleges purchase new computers after the scrapping of old computers.

The college also purchases the required software for the smooth functioning of the college's academic and administrative activities.

In addition to this college regularly purchases anti-virus software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

27.99

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

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

As per attached file

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

01

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

01

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
100	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
100	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

15

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

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

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

Every year allocation of committee work is done in the beginning of the academic year. Principal ensures proper distribution of committee work. Student's representation is also taken care as per the university norms. College forms all strategic and non-strategic committees like Examination, Attendance, Anti Ragging, Unfair Means, WDC, Student's Council, Cultural, Sports, etc.

Students have active representations in IQAC, Library Committee, Advisory Committee and Canteen Committee wherein their ideas and suggestions are taken note of and considered and implemented in future plans.

Every year Students' Council is formed as per the prescribed norms laid down by the University of Mumbai. General Secretary is elected to lead the Student Council. Class representative are appointed through election to coordinate with student council members. Student Council work as pillar of the college activities. All the events held in college are planned and implemented with active support of Student's Council. Student's Council motivate students to take active part in various committees in college like Maitri Sangh, WDC, Sports Committee, etc.

Students are actively involved in preparing presentations for Workshops/ Seminars/ Parent Orientation, etc. Students host and anchor programs and also prepare presentations for various events conducted in college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

100

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

While the College has not formerly registered its Alumni Association, registration has never posed an obstacle for our alumni to actively provide their support and cooperation for development of college. Alumni can be great assets to college as they strengthen the fiber of the college by giving their valuable support to the working of college. Several meetings are held with alumni to discuss and to invite their suggestions in future development of the college. Alumni who are excellent in various subjects especially mathematics, accountancy, etc. are called for extra bridge lectures for slow learners.

They have made a note-worthy contribution in Annual Day, NSS Residential Camp, Blood Donation Camp, etc.

Our alumni Mr. Digambar conducted a Yoga Session on International Yoga Day on 21/06/2021 for our institution. Our Alumni Mr. Darpan Vishwakarma has always helped teacher with technical knowhow of computers and digital use of technology. Our Alumni Mr. Jaikishan Prajapati conducted a session on "Health and Nutrition" on 24/01/2022. Alumni Mr. RajkumarVishwakarma conducted a session on "Teaching of Bhagvat Gita. In addition to this every year our alumni perform various arts on College Annual Day.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college. Our vision and the mission are as follows:

Vision

To develop the institution into center of excellence and mould students into skilled global work force.

Mission

Empower and elevate student's aspirations by imparting need based curriculum.

The governance of the institution is reflective:

The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.), stakeholders, alumni and College Development Committee work together like a team for the development of the college. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college for example, there are Examination Committee, NSS, NCC, Library Committee, Sports Committee, Cultural Committee, etc. All committees plan their activities in advance so that the objectives of the college could be achieved and no activity shall be skipped. For academic performance, meetings with Principal and faculty members are also conducted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Our college management believes in the maintaining proper balance in Authority and Responsibility. The management of college extend all necessary support to have decentralized and participative management. A high level of transparency is also maintained in our college.

1. Participative Management:

The organization structure facilitates participative management, decentralization and agility. CDC and IQAC meeting are held twice in a year to help participative management. During the meeting member of staff as well as management interact with each other.

This helps in communicating the challenges that are faced during functioning of college. Major policy decisions are taken at the meetings based on inputs from the Principal, and the Committee heads to address challenges, to initiate changes for improvement and sustenance of quality.

2. Decentralization:

College has formed of committee to undertake all the academic and non-academic activities. Committee meetings are held twice in a year to delegate work as well as plan activities for the year.

Principal provide freedom to all committee head to plan activities as per need and requirement of students.

Active involvement of student council in college activities' has also helped in delegation of responsibilities and sharing duties between faculties and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institution caters to the educational needs of the working and non- working students. Our students are from different educational background and have diverse needs.

Admission of students

College follows the norms of University of Mumbai and Government of Maharashtra while giving admission to the students and give admission on first come first serve basis.

Scholarship/ Freeship

College has formed Maitri Sangh under which the committee members assist the financially needy students through scholarship/ freeship by government and non-government bodies.

Book Bank Facility

College extend book bank facility to the needy students in reserved category.

Teaching and Learning

Since most of the students are working in day time that come to college directly from their workplace in the evening, maximum

efforts are taken to make the teaching learning process more interesting and interactive by involving debates, discussions, drama, etc.

Library

Library has adequate number of texts, reference books and journals, online resources including N-List.

Research and development

Staff Room has computer, printer and internet connectivity for teacher to perform their research work effectively.

ICT

College has two A-V Rooms to make the teaching-learning more effective and interesting. In addition to this college has DLPs, Screen, Laptops for better delivery of lectures.

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

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

The function of instructional bodies is effective and efficient. The efficiency and effectiveness is maintained through following manner:

CDC and IQAC - Both are formed as per the norms of UGC and University of Mumbai.

Administrative setup of the college - College has several bodies and committees to manage the administrative work. CDC and IQAC look after the administrative work. Both of these committees are coordinated by the Principal to maintain the integrity and quality in the administration.

Appointment and Services -The appointments of the Teaching and

Non- Teaching staff are done as per university rules. The service condition other rules are followed by institution is as per the government policies and the norms of University of Mumbai which

are also communicated to the concerned staff members from time to time. If there is any grievance, that can be handled at the college level.

Prospectus of college- Prospectus of college clearly indicate admission procedure and other process of the college to the students.

Committees - College has formed various committee like Grievance Redressal Cell, Anti Ragging Cell, Women Development Cell, Student's Council, Examination Committee, etc. which ensures the effective and smooth functioning of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://publiccollege.in/wp-content/uploads/2022/07/6.2.2-Organogram.pdf
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

College has implanted following welfare measures for the teaching and non-teaching staff:

1) Indoor Gymkhana is available for the teaching and non-teaching staff of the college free of cost.

2) College provides financial assistance to staff members by paying their fees to attend seminar, conference, workshop, any other training program to update their knowledge.

3) College management sanctions amount to undertake the research work under the Research Cell of the college.

4) In addition to the above the college allows all the welfare facilities which are allowed by Government of Maharashtra.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

06

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

06

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

06

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

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

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. Institution collects feedback

from all the students every year. Feedback of both teaching and non-teaching staff is taken. The Teacher Feedback criteria related to aspects of teaching on which the opinion of the students is sought. The duly filled in forms are analyzed by the Principal and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Principal and urged to improve his/her performance in the interest of professional up gradation and better service-delivery to our primary stakeholders, namely the students.

The performance of the non-teaching staff is appraised by the Final Year students. They are assessed on the parameters of efficiency, cordiality and overall helpfulness. These questionnaires too are analyzed by the Principal who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. An improvement in the subsequent performance of the said staff members has usually been noticed.

The findings of the Teacher Feedback and Administrative Service Feedback are then summarized and graphically presented through pie charts and bar graphs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

External Audit -

Institution conducts external audit every year by the qualified auditor (Chartered Accountant) as per the norms of Joint Director of Higher Education, Mumbai.

Internal Audit -

As our staff members are efficient and qualified (Chartered Accountant), institution takes help of staff members. Staff members

also help the non-teaching staff members in proper maintenance of books of accounts and give suggestions also. They also do the regular check of books of accounts maintained by the office staff. It helps to check the errors, if any, at the initial stage only and accordingly rectification is also done.

Therefore, the assessment and evaluation go smoothly. It shows proper books of accounts are maintained.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

Strategies Employed for Resource Mobilization:

1. The institution reaches out to local organizations including banks, corporate houses and civic bodies for empathetic patronage.
2. It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians towards the prize and endowment funds.
3. It partners with fellow colleges in jointly sponsored academic

exchanges .

4. All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders.

5. Space which is at a crunch in the college is utilized fully and imaginatively. A strip of land behind one of the buildings has been transformed into a garden and a previously unused storage space has been creatively crafted into a Canteen for students.

The Computer Laboratory accommodates multiple related courses, the seminar halls are also used as lecture theatres, the library functions as a composite knowledge resource center are few examples of optimal space utilization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

IQAC is one of the major policy making and implementing unit in our college. It continuously work for the upgradation of the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education.

IQAC has institutionalized the following two best practices in the institution:

Academic Audit through IQAC

College has conducted Academic Audit through IQAC. IQAC guided all the departments and administrative office in the entire process.

All committees and departments are informed well in advance regarding the conduct of various curricular, co-curricular and extra curricular activities and their documentation.

Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving

their curricular, co-curricular and extra co-curricular performances.

Implementation of Green practices in the campus:

The IQAC continued the practice of Green Practices in the campus and this academic year IQAC successfully conducted following audits:

1. Green Audit
2. Water Audit
3. Energy Audit
4. Academic Audit
5. Library Audit

IQAC always motivated the staff members to reduce the use of paper and use more technology.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

After establishing the IQAC in the college, started working towards quality education and inculcating quality culture among the students and staff.

1. Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MOUs, etc.
2. Implementation of Outcome-based learning education in each program.
3. Introduces the certificate course/ seminar/ workshop, etc., on skill developmen for students to enhance personality and

employability.

4. Participation of college in AISHE and NIRF (Planned).

5. Establishing Research cell to promote Research activities.

6. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.

7. Establishment of various processes to take feedback/surveys from various stakeholders.

8. To implement and enhance the use of ICT tools to strengthen the teaching-learning process and formed two Audio - Visual Rooms.

9. Establishment of the Mentor-mentee process and its effective implementation.

10. To submit the Annual Quality Assurance Report (AQAR) annually to the NAAC.

11. To institutionalize the best efforts to make the campus ragging-free and develop the discipline in the students along with the establishment of grievance redressal cell.

12. Automation of Academic and Administrative Facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://publiccollege.in/annual-report-21-22/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution constituted the following committees as per norms laid by University/UGC:

1. Institution Grievance Redressal Committee,
2. Anti-Ragging Cell,
3. Discipline Committee,
4. Women Development Cell (WDC)

Committee takes care of the well-being of students and staff in the institution.

In addition to the above college has conducted Gender Audit on 22/09/2021.

Every year Women's Day is celebrated to sensitize students regarding gender issues.

WDC of our college has organized following activities during the academic year.

1. Certificate Course on Smart Girls - 07/12/2021 to 12/12/2021
2. Celebration of Savitribai Phule Jayanti on 03/01/2022

3. Celebration of Women's Day on 08/03/2022

4. Seminar on "Awareness Session on Hepatitis B" on 10/03/2022

5. Seminar on "Women at Cross Road -Futuristic Path for Empowerment" on 31/03/2022.

Department of Foundation Course gives Project work to the students on topics like Child Marriage, Female Feticide, Domestic Violence, Women Right and Women, Human Right Commission and Human Rights, etc.

College has installed CCTV camera for surveillance in college premises. Girls common room with sanitary pad winding machine is available for convince of girls.

File Description	Documents
Annual gender sensitization action plan	http://publiccollege.in/wp-content/uploads/2022/07/7.1.1-Annual-Gender-Sensitization-Action-Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://publiccollege.in/wp-content/uploads/2022/07/Specific-Facilities-to-women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid waste management -

Our institution has proper waste management system in college. Dustbins are placed in all the convenient areas of the campus. College NSS cell conducted waste management drive on regular basis on the campus. Our students collected plastic waste from local area and same was disposed off in wending machine at Santacruz station.

E-waste Management - During the academic year college has conducted E- Waste collection drive wherein students were informed to collecte e-waste from their local area. The collected materials were handed over to NGO of E-Waste Management and college has got certificate for the same.

One box is also kept in college library where students deposit their waste on regular basis. NSS and Nature club of college last year asked all the students to collect plastic waste from their locality

College has regularly conducted activities of paper bag making and distributing the same in the local market. College motivated the students to collect the used newspapers from the locality and prepare bags from the same in the college. Paper bags were distributed in the local market to create awareness about the ill effects of the plastic and motivate the local market vendors to avoid the use of plastic bags.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Student data of our college shows the diverse socio-cultural background of our students. The college gives admission to all the students on first come first serve basis without discrimination on the basis of caste, religion, region, or any other basis.

Our College celebrates all national festivals like Independence Day, Republic Day, Maharashtra Day, Constitution Day, etc. It also celebrates the birth anniversaries and memorials of great Indian personalities.

A few chapters like Overview of Indian Society, The Indian Constitution, Human Rights, etc. are included in the syllabus of the Foundation Course subject and taught in the class at first-year and second-year levels of B.Com. degree course. Projects work is also given on these topics.

Following is the list of few activities conducted during the academic year 2021-22:

Sr. No.

Name of the Activity

Date

01

International Yoga Day

21/06/2021

02

Patriotic Singing Competition

14/08/2021

03

Celebration of Independence Day

15/08/2021

04

Celebration of Constitution Day

26/11/2021

05

Tree Plantation Drive at College Campus

02/12/2021

06

Certificate Workshop on "Yoga and Fitness"

07/01/2022 to 13/01/2022

07

Patriotic Singing Competition

25/01/2022

08

Celebration of Republic Day

26/01/2022

09

Celebration of Marathi Bhasha Divas

27/02/2022 to 28/02/2022

10

Celebration of Women's Day

08/03/2022

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

The following activities were conducted in order to sensitize the students and employees of the institution to the constitutional obligations:

Constitution Day:

Constitution Day is celebrated on 26th November every year. The program initiates with a Preamble reading of the constitution followed by a lecture to sensitize students on responsibility towards the constitutional values, rights, duties, and responsibilities of citizens.

Celebration of National Days:

Every year college celebrates Independence Day, Republic Day, and Maharashtra Day on August 15, January 26, and May 01 respectively. All Students, Teaching and Non-teaching Staff, Invitees, and guests are invited to the celebration.

Blood Donation:

Every year institute organizes blood donation camps in association with the local blood bank and rotary club under the regular activities of the National Service Scheme. NSS Volunteers visited the local area to motivate local people to participate in the same. .

Workshop on "Road Safety and Two Wheeler":

A workshop was organized on the topic of "Road Safety and Two Wheeler" to inform the importance of road safety.

Cleanliness/Plantation drive:

Every year it is the tradition of our college to organize a 'Tree Plantation Drive' under the regular activity of NSS and Nature Club to orient the students and staff.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	As above
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

As per attached file

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

As per attachment

File Description	Documents
Best practices in the Institutional website	http://publiccollege.in/best-practices-21-22/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Motto of the college is -

"TamasoMaaJyotirgamay"

From Darkness to enlightenment with the power of Knowledge.

This motto has been driving force for all our teaching learning process in the college. We know that the students who are enrolling for education in night college have to shoulder the

financial responsibility of their families also. They are working to not only earn their bread and butter but also struggle to complete their education which will open new gates of opportunities for them.

We always see in our curriculum imputing practice is such that students get maximum in their class room lecture. At the same time

our other co-curricular activities are directed to give them that entire flavor which they would have got in the day college.

We also take utmost care that all sessions and other activities are designed in much a way that it adds something to their personality. When our students go out in the world, they must be more confident to face the challenges of the world.

Special thrust is given to provide conducive and friendly environment to girls so that they complete their education without any fear of enrolling in night college.

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

7.3.2 - Plan of action for the next academic year

Future Plans of action for next academic year (200 words)

1. To complete NAAC Re-Accreditation of the college.
2. To obtain financial aid from government and non-government bodies under 12 (B)
3. To organise more workshops/ Training Program for students and staff on Research Methodology.
4. To department-wise certificate courses.