YEARLY STATUS REPORT - 2021-2022

Part A
Data of the Institution

1.Name of the Institution	Ghanshyamdas Saraf College of Arts and Commerce
• Name of the Head of the institution	Dr. (CA) Ashwat R. Desai
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	022-66812350/66812345
• Mobile no	9321153535
• Registered e-mail	gsgc@rajasthani.org.in
• Alternate e-mail	ashwat.desai@sarafcollege.org
• Address	RSET Campus, Sunder Nagar, S.V. Road
• City/Town	Malad (West), Mumbai
• State/UT	Maharashtra
• Pin Code	400064
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	**Dr. Seema Agarwal**	
• Phone No.	**022-66812350**	
• Alternate phone No.	**022-66812350**	
• Mobile	**7666078046**	
• IQAC e-mail address	**naac.gscc@sarafcollege.org**	
• Alternate Email address	**seema.agarwal@sarafcollege.org**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.rset.edu.in/download/gscc/AQAR-2020-2021-Final.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rset.edu.in/download/gscc/calender-21-22.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**NIL**	**2004**	**16/02/2004**	**15/02/2009**
Cycle 2	**A**	**3.23**	**2013**	**23/03/2013**	**22/03/2018**
Cycle 3	**B+**	**2.64**	**2022**	**13/12/2022**	**12/12/2027**

6.Date of Establishment of IQAC	**16/12/2004**

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	View File	

IQAC		
9.No. of IQAC meetings held during the year	`04`	
• 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)

• IQAC has promoted quality in the institution at various levels for better academic and administrative support and functioning through dedicated ERP.

• Two best Initiatives implemented by IQAC: Practice – 1: Seminars, Webinars, Conferences, Workshops and Guest Lectures in Hybrid Mode and Practice – 2 Collection of feedbacks from the stakeholders analysed there on along with the action taken report

• Mentoring Sessions were conducted to strengthen students' academic progression and guide them to strengthen their learning process.

• As an extension of the IQAC initiative, Various Departmental Activities have been organized

• Institutional Social Responsibility and outreach activities were given due importance.

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
Designing of Academic calendar	IQAC sets a calendar of academic and quality-improving activities for teachers, non-teaching staff, and students at the start of each academic year
Focus on Institutional social and outreach activities	Various Activities were Conducted throughout the Year by different Associations like, NSS, NCC, DLLE, Rotract Club, WDC and Green Initiative Committee to enhance Social Consciousness among Students. We have in all 37 Committees/ Associations/ Clubs.
Feedback from all stakeholders	IQAC collects feedback from stakeholders and submits a report to Principal to act on.
Departmental Activities	IQAC in Association with Self Finance Courses conducted various Departmental Activities to enhance Learning process of the students
Self- Appraisal System	IQAC every year Conducts Self-Appraisal Process for Teaching and Non-Teaching Staff of the Institute
Strategic Plan 2021-2022	The plan prepared by the Internal Quality Assurance Cell (IQAC) of our college has been effectively deployed in the area of Curricular, Teaching-Learning & Evaluation, Research Consultancy & Extension, Infrastructure & Learning Resources and Student Support & Progression.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	16/10/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	11/01/2023

15.Multidisciplinary / interdisciplinary

The college runs seven undergraduate programs under the Bachelor's Degree and four program under Master's Degree and two Research Programmes. The elective courses offered in these programs are interdisciplinary in nature. There are multidisciplinary courses such as Foundation Course, Business Communication, Environmental Studies, Business law, Taxation, Research methodology and Mathematics and Statistics are offered along with specific core courses and electives. We also offer add-on courses, providing extra opportunities for our learners to expand their understanding and be encouraged to apply their learning. The college has tie ups with TISS, Techno serve and Financial Experts etc. to run add on courses. Our existing Foundation Course educates our learners about environmental concerns and sustainable development. Community service activities are mediated by NSS, NCC, college and departmental festivals and student committees and they play a pivotal role in sensitizing students towards environmental, social and health issues.

16.Academic bank of credits (ABC):

Our college has been registered with the National Academic Depository UGC. We are in the process of initializing the Digi locker that will enable credit transfer and facilitate awarding of joint degrees. Future plans of the institution include introducing programs which will be conducted with reference to the academic bank of credit. The college will follow all the requirements led by University of Mumbai.

17.Skill development:

The college has taken the initiative to conduct seminars, workshops, and guest lectures to sensitise the students and develop their leadership qualities, communication skills, creativity, professionalism, and so on. There are many extracurricular and co-curricular activities that are set up with the sole purpose of

teaching students directly and indirectly. The college's management, IQAC members, and research committee meet annually to plan improvements and new construction to assist academic research. In addition to professional development, steps have been taken to set up welfare programmes for both teaching and non-teaching staff. These programmes aim to improve their efficiency, social standing, health, and economic and non-economic advancement. We have an intercollegiate multidisciplinary approach.The faculty contributes to guiding research projects as part of the curriculum, organizing research presentation competitions, preparing our students for the Avishkar convention organized by the University of Mumbai, encouraging participation in conferences, etc. Our learners also actively participate in the NCC and NSS activities and foster their social and community skills. The programmes have also included skill development through internships, fieldwork, industrial visits, project works and hands-on learning methods. In addition, days of National / International importance are observed to inculcate human values such as truth, justice, peace, love and non-violence. We also plan to expand the range of professional programmes being offered.

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

The college has literary associations working for preservation and usage of languages at its best. The college has Marathi Association, Hindi Literary association, Gujrathi Association and English Literary associations which are actively conducting various programs to encourage Language usage.

Celebration of national festivals, rituals, and activities held on the campus foster and leads to gaining an experience of the country's diversity. The college celebrates Independence Day, Republic day, Hindi Divas, Gujarathi divas, Marathi Bhasha day, Yoga Day and many more as an act of reverence towards Indian languages and culture.

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

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. Course outcomes (CO) are defined for each subject by the faculty. Program outcomes (PO) are followed which are already priscribed by University of Mumbai. Mapping of CO & PO is done for each subject by the faculty. For continuous teaching-learning, internal exams, multiple choice

quizzes, and viva voce are taken.The performance of the students is mapped with CO and the attainment is calculated. Further, mapping of CO-PO is done in context to the performance of the students.

20.Distance education/online education:

The students are encouraged to participate in the online courses through different online learning platforms like Couresera, NPTEL, Swayam etc.

The institute has a Sperate Cell named as Carrer Gudiance and Skill Academy which facilitates students for vocational courses and Cerificate Courses.

The institute conducted online lectures and webinars for the students through Zoom, Google Meet, etc. during the pandemic.

Almost all faculty members have their Google Classroom accounts for effective content sharing for students' learning.

The institute has Carrer Gudiance and Skill Academy which ensures the implementation of significant career advancement courses for students of all disciplines.

Extended Profile

1.Programme

1.1   **374**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **4984**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **288**

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   **1702**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **56**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **30**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**374**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**4984**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**288**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1702**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**56**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	30

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	339.63224
4.3 Total number of computers on campus for academic purposes	175

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

Our institution follows the CBCS syllabus prescribed by University of Mumbai and ensures effective curriculum delivery. To ensure an effective curriculum, IQAC Prepare the Academic Calendar to include various curricular and co-curricular activities

The institute consists of the principal, heads of departments, and the IQAC. The workload is prepared by the HOD, and subjects are allocated to the faculty, following which a lesson plan is prepared by concerned subject teacher. The Time-Table Committee of the College operates at the departmental and faculty level. The progress of the syllabus coverage and course delivery is monitored by the faculty through lesson plan tracking. To close curriculum gaps between industry and academia, plans are made for curriculum enrichment courses using the add-on and value-added courses.

College has adopted various teaching learning methods apart from regular lecture methods like role plays, interactive sessions,

presentations, Guest lecture series etc . Along with this the institute provides the students with a platform to enhance their skills and knowledge by conducting national level events like Business Plan contest, Software Development contest, Summer Training report contest, Research Paper contest etc. The institution is a recognized Local Chapter of SWAYAM. Students and faculty are encouraged to get certified in relevant SWAYAM courses.

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)

The institution prepares an Academic Calendar at the beginning of the year, adhering to the calendar of the university.

Theory Courses -Two mid exams, Internal exams and assignments are conducted in each semester as per the University norms.

Practical Courses are executed and evaluated based on the norms prescribed by the university. There is an internal test in the semester. The criterion for internal assessment marks (25 marks) is based on the University guidelines.

Project Work: At the end of Third year there are Projects reviewed by Internal Guide and External Guide along with Viva-voce conducted for 100 marks.

Group Discussions: This involves discussion among a group of students to assess the application of various concepts to gain a better perspective on the merits & demerits of the concepts. Role Play: For explaining complex systems, the faculty uses the role-play method where each sub-system is enacted by a particular student, to involve the students much better in the teaching learning process.

Case Studies/Assignments – Teaching using case studies and Assignments enables students to apply what they have learned and provides opportunity to apply critical thinking skills from classroom to real life situations.

Lectures/Seminars/Conferences: Workshops, seminars, and conferences are organized every year for gaining knowledge and increasing the research potential among students.

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	View File

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

11

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

49

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

4052

File Description	Documents
Any additional information	View File
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

The Ghanshyamdas Saraf College of Arts and Commerce gives importance to cross-cutting issues because they affect all aspects of development. The college ensures that these are integrated and mainstreamed throughout all stages of development, from syllabus designing (given by the university) to implementation, evaluation, and learning (by the college).

Institution through its curriculum stimulates students to be aware about Professional Ethics, Gender, Human Values, Environment and Sustainability.

Professional ethics are introduced to F.Y.B.Com students in the subject of Business Communication where the emphasis was given on the introduction of Business Ethics, Computer Ethics, Corporate

Social Responsibility. SYBCom students studied the subject Advertising to understand ethical and social issues in advertising. SYBMS students are made aware about professional ethics with the subjects like Organizational Behaviour, Integrated Marketing Communication, on the other hand TYBMS students studied the subject Business Ethics.

Gender sensitization and significance of Human Values are emphasized in the subject Foundation Course for FYBCom, FYBMS, FYBBI and FYBAF. Subjects like Environmental studies and Foundation Course play a crucial role in developing understanding about Environment and Sustainability among students of F.Y.B. Com, FYBMS, FYBBI and FYBAF.

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

22

File Description	Documents
Any additional information	[View File](#)
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	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

2971

File Description	Documents
Any additional information	View File
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	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.rset.edu.in/download/gscc/Feedback-on-Curriculum-2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.rset.edu.in/download/gscc/Feedback-on-Curriculum-2021-22.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

1705

File Description	Documents
Any additional information	View File
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

288

File Description	Documents
Any additional information	View File
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

Method of Identification:

Learners are assessed on the basis of their interaction in the class and academic performance. Class teachers accordingly counsel the students. Due to the ongoing pandemic situation, all the activities of AY 2021- 2022 were conducted online by using virtual platforms like Zoom, Google Meet, etc. Various issues related to the syllabus and participation in extra- curricular activities were communicated and resolved through Whatsapp Class groups,Zoom meets and Google meets

Objectives

To enhance confidence among the students related to academic activities.

To improve learning ability and develop the inter- personal skills of the slow learners and advanced learners.

To encourage the students for participation in extra- curricular activities and self-growth.

Activities for Slow Learner

For improving academic performance students are provided with practice question sets. For group presentations, groups comprise of advanced and slow learners wherein the slow learners get a chance to learn from the advanced learners.

Activities for Advanced Learners

Advanced learners are given the leadership roles in Group Presentations, Departmental Activities and College Committee's.

Specific Outcome

1087 students enrolled into courses on Swayam platform.Also due to efforts of Placement Cell, 559 students enrolled for various add on courses and 30 students were selected for campus internships.and 39 through Intershala.

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

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

Number of Students	Number of Teachers
4984	56

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

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

The institution is committed to helping students grow and gain power by giving them top-notch educational opportunities, in line with its vision and mission statements.

Experiential Learning

·The college's Career Counselling & Placement Cell offers internship opportunities to students so they can learn about the business world first-hand.

·All departments of self-finance conducted departmental activities.

The B.Sc. (IT) department conducted online practicals to teach the curriculum.

The college has a number of committees like Sports, Rotaract, NSS, NCC, DLLE, Sort Club, and WDC, that arranges tournaments, seminars, community service projects, etc., honing students' talents.

Students in Semester VI and MCOM work with their respective project guide on a research or internship-based project.

Participative Learning

·The college's literary associations for Marathi, Gujarati, English, and Hindi host competitions and guest lectures in their respective languages. This improves the literary and linguistic skills of the students.

·Students are placed into groups to create PowerPoint presentations to improve team development.

Problem-Solving Method

·In the case study method, students are given hypothetical situations and asked to come up with solutions.

·In Foundation course subjects FY and SY students are given projects to upgrade their knowledge and presentation skills.

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

The college do facilitate the various ICT facilities, Cloud based storage, Data centre, Wi-Fi facility to enhance the teaching - learning activity. In the process of Computer Assisted Learning the Teacher uses Information and Communication Tools – LCD projectors, ICT enabled classrooms, Computer Labs, Laptops, Internet.

During the Year hybrid teaching was adopted for enhancing teaching- learning. There is Wi-Fi access throughout the campus.

Lectures are being held by teachers using their official G Suite account. For this purpose Google Classrooms are created according to subject. Online sessions were conducted using PPTs, videos and other digital teaching tools. Faculties also have their own you tube channel. Each department isprovided with a laptop and projector. Desktops, Printers, Scanner and Photocopying machine are available. They are all connected to an internal LAN that is connected to the Internet. The library has extensive books, journals, periodicals, OPAC facilities, and an N-list database of numerous e-books and e-journals. BAMMC students have a recording studio (with control room and post-production software), a sound innovation lab, and a color grading lab. Teachers use Google Forms to administer online quizzes. Gold Academy is an e-learning platform established by institutions to administer online tests and provide e-content. Study materials are uploaded to the college website, respective Google classroom, and shared in What App groups.

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

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

56

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

14

File Description	Documents
Any additional information	View File
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

429.80 Years

File Description	Documents
Any additional information	View File
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.

The college follows the regulations established by University of Mumbai regarding the frequency of assessments. The traditional B.Com course concludes with a semester-end exam that carries 100 points for each subject (with the exception of the Foundation Course, which follows a 75:25 pattern). For courses that are self-financed, a 75:25 pattern is used, with one internal assessment for 25 marks per semester.

An examination committee is established at the college level to ensure a smooth examination process. The committee prepares exam schedules, examination policies, and other information and distributes it to students and staff in the form of notices and circulars in order to maintain transparency.

The concerned teacher announces the portion of the curriculum that will be assessed during the internal test. The department head examines the test questions that teachers assign.

The College follows the broad university policies and adds variety to strengthen the process. The students are informed in advance of the schedules for the teachers' informal internal evaluation of the students, which includes tests, quizzes, ppt, projects, assignments, etc.

The college also encourages extracurricular activities like NCC, NSS, DLLE, and others, where students receive Grace Marks in accordance with University policies.

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

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

Every procedure for handling complaints about exams is open, specific, and efficient.

All exam-related complaints, such as mistakes on the question paper, incorrect or incomplete questions, questions that are not on the syllabus, technical difficulties, etc., are directed to the exam committee, which takes prompt action to address complaints. The student may address the principal, who serves as the committee's chairperson, if their complaints are not resolved.

For the students who are unable to take the internal and semester-end exams for unavoidable reasons as permitted by Mumbai University, an additional exaxms areheld.

Counseling sessions were held and the Online Exam Manual was distributed to the students to help them become accustomed to the new online exam format. A Mock test was given a week before the exam to ensure that there would be no technical difficulties on the exam day. In this way, the organization adopted a proactive stance to reduce complaints that may result from technical difficulties.

Students who indulge in malpractices during exams are disciplined in accordance with Mumbai University policies.

TY & SY exams were conducted online so revaluation was not allowed in 2021-22 except for SEM II because the exam was conducted in offline mode, in accordance with Mumbai university regulations. For Semester II, students were allowed revaluation, and the results of that request were also made public within the allotted time frame.

File Description	Documents
Any additional information	[View File](#)
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.

College is permanently affiliated to University of Mumbai and follows the syllabus prescribed by the University. Majority of the syllabi prescribed by the University consists of POs, Course objectives of the subject or preamble which specifies the need for the course and also the expected outcome. If in the syllabus the outcomes or objectives are not stated then individual departments have specified it. These syllabi are available at the university website, college library and with all the departments for the teachers and students.

College has uploaded POs, PSOs and COs on the institutional website.

- Learning outcomes is incorporated and also forms an essential part of college vision and mission statement.
- Faculties from different departments are members of the Board of Studies.
- Orientation programme is organized every year for all the first year students ,
- At the onset of each semester all the faculties ensure that the students are aware about the course outcomes and programme outcomes by discussing the syllabus along with its outcome with the students in the class in a detailed manner

Guidance lectures are organized for Third year students as per their course specialization, Expert Talks are organized for all the students for developing knowledge, skills and an insight of the projected outcome

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.rset.edu.in/gscc/program-outcome/
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.

Institution follows examination and evaluation pattern prescribed by the University of Mumbai which includes written examination, practical examination and Internal Assessment. Under internal assessment institution conducts activities like assignment, research/ survey based projects, class tests, group presentations.

This evaluation process helps in testing the subject knowledge, analytical skill, critical thinking, problem solving, application of knowledge, presentation and communication skills of the students. Performance of the students in semester end examination is considered an important indicator of attainment of projected outcomes.

Results of all the courses for all the semesters is analysed and 'Result Analysis Report' is prepared which is reported to vice principal and the principal.

Attainment of programme outcomes, programme specific outcomes and course outcomes are also measured through non-academic performance of the students by following tools:

1. Participation and Paper presentation in research competitions.

2. Participation and performance in competitions like elocution, debate, quiz, story telling,

etc.

3. Achievements in intra-collegiate and inter-collegiate competitions

4. Performance in Add on courses

5. Presentation in the Departmental Activities

6. Involvement in the literary /cultural programmes

7. Performance in project presentation

Students are evaluated on a continuous basis based on their regularity, participation in class discussions, submission of assignment on time, their response to questions asked by the faculty and their overall conduct.

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

1649

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	[View File](#)
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)

https://www.rset.edu.in/download/gscc/students-satisfaction-survey-21-22.pdf

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)	[View File](#)

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

04

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

We constantly strive to instil creative thinking and Entrepreneur skills in our students to meet global demands. Adhering to its vision and keeping the pace with time, the college has taken each and every effort to create an ecosystem for innovation and research. E-Cell conducts activities which inspire students to bring out their entrepreneurial skills.

Some of the activities of the E-Cell during the Year:

- webinar on 'Idea Generation'
- A webinar on 'Entrepreneurship as a New Age Career Template'
- A webinar was also conducted on "How to get start-up funding for Kick starting your Business?''

Creating Eco System for Social Awareness

DLLE COMMITTEE has worked towards development of a sense of responsibility towards society among students by conducting Various events.

Rotaract Club focused on community welfare like Swachh Bharat ie cleaning of beaches, blood donation camps called as Jeevandan ,free health checkup, Book donation drive, Hunger Savior, members collared stray dogs with neon light collar so that they can be protected from accidents at night time.

NSS COMMITTEE started of with celebrating World Environment Day where the motive was to spread awareness about the threat to the environment. Cleanliness drive was.

Creating Eco System through Departmental Activities:

Different departments Conduct Departmental Activities to Encourage the students and provide them a platform to enhance their skill, team work skills and entrepreneur Skills.

File Description	Documents
Upload any additional information	View File
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

NIL

File Description	Documents
Report of the event	**No File Uploaded**
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

07

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	View File

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

03

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

10

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

The College took initiative to impart a holistic approach and sensitizing the students about the social issues that are happening in our community and neighborhood. These activities were conducted through the DLLE, NCC, NSS and Rotaract Committees who came together for various Clean-up programs such as Juhu Beach Clean-up and Aksa Beach Clean-up post Ganpati Visarjan . These extension Committees also organised events like Tree Plantation, food donation drive and visit to orphanages & Old age homes.

The NCC Unit Celebrated National Yoga Day, World Nature Conservation Day, Independence Day and Clean India Campaign to sensitize the students about Environmental Conservation.

The NSS Unit took up the important cause of doing Blood Donation Drive in the College. They also organised NSS Sudarsharsan Kryiaa and Vaccination drive during the pandemic to support the neighborhood & community.

Like wise, Department of Lifelong Learning and Extension (DLLE)

which is the university initiative extension played a vital role in creating awareness about various anti-social activities which could affect the society in an adverse manner. Students participated in rallies and human chains in order to raise voice against injustice, without violation of any rules and laws.

The Rotaract Club conducted the Arogyam Health Check up Camp, Plasma Drive and Diabetics check up for local residents, students, teaching and non-teaching staff of College and made everyone aware of the recent health issues of the society.

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

NIL

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	No File Uploaded

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

44

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

700

File Description	Documents
Report of the event	View File
Any additional information	View File
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

31

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 a sprawling campus of 5180 sq. meter, of which 483.34 square metres are dedicated to buildings and infrastructure. Modern infrastructure has been constructed to offer a productive teaching and learning environment. The campus is under the surveillance of 91 CCTVs. 33 large, well-ventilated, naturally light classrooms are available with dais, public address system and white board. A 435.34 square metre multifunctional assembly hall utilised for various lectures and activities. The library has 158.93 square metres of total space, which is split between open access, reading areas, Internet search sections, administrative spaces, and staff research area. Library Collection contains 6000+ e journals, 1,99,500 e-books under N-List, 6,00,000 e-books through NDL and other materials. 14 internet-connected PCs, with scanner, printer, 3 barcode readers, INFLIBNET subscription. IT facilities include 210 computers with licenced applications installed with Antivirus, and 5 laptops for each department. Out of 210,175 computers are accessible to students. The campus is equipped with free internet access. Staffroom has 11 LAN-connected PCs with the necessary softwares, 2 printers, and internet connection. It also houses a pantry room for staff. The college is the first undergraduate institution in the University

of Mumbai to set up Bloomberg lab with 12 Bloomberg Terminals.

File Description	Documents
Upload any additional information	View File
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.

To boost its sports facilities, the College has started making significant improvements. On the site, cutting-edge outdoor gaming facilities have been erected, including Sporting facilities for: Basketball, throw ball, volleyball, a box cricket and badminton court Equipment like shot-puts, javelins, and discus, etc. are made available.

At Gymkhana, there are amenities for indoor gaming. These includes facilities for playing chess (05 boards), carrom (04 boards), table tennis (02 tables).

Amenities for cultural and extracurricular activities include an open-air ground with a capacity of 1200 people where the college annual day is held.

The college has Air-conditioned Durgadevi Saraf Auditorium; Ground Floor for events promotions; which is equipped with Sound System; Cordless/Collar/Karaoke Mikes; Digital Camera and HandyCam; Miscellaneous Facilities; NCC Room, NSS Room and Canteen.

File Description	Documents
Upload any additional information	View File
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.

07

File Description	Documents
Upload any additional information	View File
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)

58.00

File Description	Documents
Upload any additional information	View File
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: KOHA

Nature of Automation : Library is a Fully Automated

Version : 16.11.16.000

The library has purchased software, 'KOHA' which is a cloud hosting on Microsoft. Software is upgraded time to time against the regular Annual Maintenance Contract. The software has provided WebOPAC which can be accessed from anywhere and anytime.

Features:

· Circulation is automated with a barcode system. Each book and

user's borrower card is bar coded.

• Statistical reports can generate easily.

• Customization in formats is possible.

• Web OPAC is active. Status of collection of all libraries on campus is accessible through this.

• Easy search for bookand its accompanied material like CD/DVD

Software in use:

• Cataloguing of books, periodicals, non-book material, project reports and proceedings is done.

• Circulation of books and other resources

• Periodicals details are entered

• There are twocategories of CD/DVD free with resources like books and specially purchased.

Additional Equipment:

1. Barcode scanners - 3

2. Printer to generate Bar code - 1

3. Photocopier (Canon) with scanner

4. Computers for users - 7

5. Computers for staff - 7

6. Computers with Earphones and Mike and CD/DVD players – 4

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	View File
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)

0.30

File Description	Documents
Any additional information	View File
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

79.50

File Description	Documents
Any additional information	View File
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

About On site IT infrastructure

GSCC continues to strive towards maintaining a sustainable ICT enabled environment and serve to provide the resourceful means of infrastructure for the benefit of the student community and their academic and research activities to realize the potential it holds. In the year 2021-2022, two Classroom Projector XGA BENQ was purchased with one year warranty. and One webcam 4GB DDR3 1333,HZEVMfor Desktop was purchased with one year warranty. 1st floor Bloomberg lab:. The Bloomberg lab was set up in the year 2017 having 1 LED Television and 11 terminals with the latter having the following configuration: 1 Ram with 4GB DDR3 1333,HZEVM Desktop along with -1 Cybernetic X Eye RIS and Stand - Series BENQ IX Series and wall mount kit BENQ and 2 lot Low Side Work- SITC of copper pipe, electric cable has B check and C check- Oil filter, water filter, fuel water separator, engine oil make valvoiline, coolant make volvoline & transportation charges. There are 5 Port Switch Dlink- 1 GIGA Switch 10/100/1000 DGS 1005A SN F371604030299 accompanies with 10 hardware- Wireless Access Point Charger, Operating Systems: Windows 10 along with Antivirus: Kaspersky. On the 4th floor DSIMS computer laboratory the Number of Computers is 175 with Processor: Core I3 along with RAM:2GB and has HardDisk:250GB with Operating Systems: Windows 7/10and Antivirus: Kaspersky

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

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

58.00

File Description	Documents
Upload any additional information	View File
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.

Physical Facilities: The physical facilities consist of Computer Laboratory, Classrooms, Liabrary, Sports equipments, Auditorium, CCTVand Turf Ground is made available for all students. Apart from classrooms, students are awarded with Communication Centre and Learning Centre for conduct of Meetings, Workshops, Seminars, Intra & Inter Collegiate Competitions. The college has an adequate number of the computers with internet connections and the utility softwares are distributed in different locations such as administrative office, computer laboratory, library, staff room etc.

Academic and Support Facilities: The academic support facilities supporting overall development of the students like NSS, NCC and DLLE is open only to the college students. Career Guidance and Placement Cell of the college provides opportunity to students to get access to the corporate world and make them employable. The

Separate Hostels for the Girls & Boys from outstation, provide them with Dining & Lodging Facilities.

Sport Facilities: On the site, cutting-edge outdoor gaming facilities have been erected, including Sporting facilities for Basketball, throw ball, volleyball, a box cricket and badminton court etc. At Gymkhana, there are amenities for indoor gaming like chess (05 boards), carrom (04 boards), and table tennis (02 tables). Sports room and the sports ground which can be used by students and staff.

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 benefited by scholarships and free ships provided by the Government during the year

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

62

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited 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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

`106`

File Description	Documents
Upload any additional information	View File
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	View File
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

`933`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`933`

File Description	Documents
Any additional information	View File
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 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	A. All of the above

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	View File
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

202

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

308

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
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

00

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/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)

The Students' Council is constructed with students from various fields and works to develop the skills of students. Institute encourages students to take part in various committees which enhances their personality, helps in learning, teamwork, soft skills and hones decision making skills. Institute values the opinion of the students and conducts activities which highlights the involvement of students in various areas:

Student council: It forms a bridge between the administration and the students. It comprises mainly class representatives from different streams. They are responsible for conducting various activities related to academic and non-academic functionality.

NSS: It has a deep impact on the growth and personality development of students. It organises various activities and camps related to social service and awareness programs.

NCC: It helps students in developing discipline, leadership, sportsmanship, courage character and spirit of selfless service to the mankind.

DLLE: It facilitates economic and social responsibilities in students towards the society. It plans programs that help students to face different life based challenges.

Rotaract Club: It brings students together from various fields to exchange ideas, create awareness, learn new skills, camping activities, adventure thrills and much more. Students are also involved in various other committees like Cultural, WDC etc

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

18

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
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

The Registration of Alumni Association is in process. all the formalities have been done and registration will be done in due course, though there is an informal Alumni Association of the students. The process of registration of the formal association is in progress. The meeting of representatives of all informal groups was held and the formation was initiated.

The Association meets periodically to discuss the ways and means to improve the academic environment of the College, as well as to exchange views on the employment opportunities and scope for higher education.

LIST OF ALUMNI ENGAGEMENTS: -

- **Alumni, Mr. Ganesh Kadam helped in organizing Diabetes Check up Camp for teaching and non teaching staff on September 29, 2021**
- **Alumni, Mr. Ritesh Dixit helped in partnering with Motilal Oswal for Campus Placements in April May 2022.**
- **A Webinar session on "International Fraud Awareness" was organised by the Alumni Association of GSCC on 23, December, 2021 on Google Meet platform. The Webinar was arranged to spread awareness about Online Financial Frauds by Alumni students and the speaker for the event was Ms. Mamta Acharya who is an Alumni of Ghanshymadas Saraf College of Arts & Commerce.**
- **Alumni, Ms. Jinal Mewada helped in organizing Campus Placements by Squareyards on April 16, 2022 and 7 students were selected.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	[View File]()

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

Ghanshyamdas Saraf College of Arts and Commerce has pioneered the provision of educational opportunities to various sections of society and promoted social and educational activities.

Vision of Our College

Vision-'To ensure consistent human enrichment and development by setting higher and newer goals in the pursuit of excellence."

Mission of Our College

Mission-'Empowerment Through Value-Based Education'

Motto-'Vidya Vinayen Shobhate'

These vision and mission is communicated through website, banner on the walls of college campus, during orientation of fresher etc. with various stake holders. The various decision making bodies, committees and faculties formulate the plans of the college considering vision and mission of the college.

The heads of the departments are authorised to monitor the routine functions at the departmental level. The administration encourages them and supports them at all levels. The leadership qualities and decision making ability are nurtured in heads of Departments. An environment of equity and democracy is setup to conduct affairs in smooth and satisfactory manner.

- To attain Vision and Mission Various Human enrichment and development activities were conducted during the year by different departments /committees / association/ clubs.
- Education for the economically deprived students is facilitated by the management.
- Multifarious schemes for Capability Enhancement, Skill Development, and Various Add on Courses were implemented in A.Y 2021-22 in collaboration with Technoserve, Fin X, TISS, etc.

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

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

Decentralization

Ghanshyamdas Saraf college of Arts and Commerce has always emphasized inclusive and participative management and decentralized of authority for the purpose of healthy and constructive growth. Governing bodies formulate policies aligned with the college vision and mission and this is permeated throughout the organization.

The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

1. Principal Level: The Governing Council delegates all necessary decision-making authority to the Principal. The Principal, in turn, has appointed faculty members as conveners for various Committees/Associations.

2. Faculty level: Every year, the composition of different committees is changed to ensure uniform exposure of duties for the academic and professional development of faculty members.

3. Student level: The functioning of different secretaries of the Students Council further reinforces decentralization, such as the Cultural Secretary, Class Representatives, and Committee In charges.

4. Non-teaching staff level: Non-teaching staff is represented in the governing body and IQAC.

Participative Management

The institution promotes a culture of participative management at the strategic, functional, and operational levels. This year, the students of Self-Finance Department organized course-wise exhibitions. The transition from offline to online medium, though challenging, gained tremendous success with the students exhibiting their talents effectively via the virtual platform.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has developed a well-defined Strategic plan for the Academic Year 2021-2022.

The institutional Strategic plan is effectively deployed in following areas;

Teaching and Learning And Evaluation

The college being affiliated to University of Mumbai, College adheres to the curriculum designed and prescribed by the university. The Heads of Departments strictly adhere to the academic calendar. The IQAC monitors the feedback of the students regarding the same which helps in incorporating remedial measures. The review of the academic results and the regular feedback from the students enable the teachers to improve their teaching strategies. Modern teaching aids and tools like computers, LCD projectors and Internet etc. are used to make learning experience more interesting, stimulating and retentive.

Infrastructure Development;

Library is computerized with Software that enables maintenance and access of stock and issuance. And return of books. The Institute facilitates extensive use of ICT resources i.e. use of computer aided teaching/learning/material by its staff and students. ELearning facilities like INFLIBNET and DELNET are also available. Online Database of Catalogue can be accessed through OPAC. The whole campus is Wi-fi enabled.

Industry Interaction / Collaboration

College has an active Career guidance and placement Cell. Different industries are invited in the campus through Placement Drives.

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.

College is affiliated to University of Mumbai. However, the Principal is involved in overlooking the implementation of plans of the College.

   1. Administrative set up

- **College Development Committee (CDC):**

The Management plays a participative role in the functioning of the college. The participation is enabled through the Advisory Committee, Principal, CDC & IQAC. The College Development Committee formulates policies and is assisted by IQAC.

- **Principal and College Administrative Committees**

The Governing council of the college takes policy decisions. Day-to-day administration is taken care by the Principal as the key executor assisted by the Vice- Principal. The college has a system of working through a set of committees and associations.

1. **Appointment & Service Rules**

Appointment for Aided & Non-Aided Teaching and Non-Teaching staff is done as per the guidelines of the Government of Maharashtra, University of Mumbai and joint DHE.

1. **Promotional policies:**

The promotional policy is transparent and impartial; they follow the Performance Based Appraisal Scheme (PBAS) of UGC. Under the CAS, the IQAC helps the teacher calculation of API and preparation of the relevant documents. As regards the non-teaching staff, the promotions are time bound.

1. **Grievance Redressal Mechanism:**

Teaching, non-teaching or supporting staff suffering any grievances may raise the matter with the HOD. It will be escalated at higher levels if the need arise. Matters may be relating to:

- Their appointments/employment
- Affecting themselves as individuals
- Affecting their personal dealings/relationship with other staff members or students

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.rset.edu.in/download/gscc/institutional-hierarchy.pdf
Upload any additional information	View File

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

The institution has effective welfare measures for teaching and nonteaching staff. Welfare measures taken towards the staff reflects on the output and selfless contribution towards tremendous growth of any Institution .In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below.

Welfare Measures For Teaching Staff:

1. **Well equipped, air-conditioned staffroom is provided for the faculty members. separate Cabins are provided to Vice Principals**
2. **Pantry facility with appliances like aqua guard, plates, electric kettle is provided in the staffroom.**
3. **Banking facility can be availed within the college campus.**

4. Well-equipped library is also provided, where teachers areissued various books. The library also has a research cell where researchers can conduct the research activity online as well as offline.
5. Bloomberg Lab is provided to staff members.
6. Teacher's Day Celebration and 2 Webinars were conducted for Teachers.
7. Bloomberg Training was provided to new staff members.
8. The institution grants duty leave for participating in refresher courses, conferences, seminars and Ph.D. studies.
9. Teachers are Encouraged to participate in various competition outside college.

Welfare Measures For Non - Teaching Staff:

- Banking facility can be availed within the college campus.
- Uniform is provided to the non teaching staff grade four.
- Locker facilitiy is provided to their belongings.
- Employees Credit Society where non teaching can apply for loan and instalments are deducted from their salary.
- Concessin in fees for ward of non teaching staff

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

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

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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

03

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	View File
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

42

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	View File
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 college conducts performance appraisals of the teaching and non-teaching staff where it evaluates and provides feedback on the employee job performance. The performance appraisal is conducted in the following ways:

For Teaching Staff:

1. Self-appraisal: Every year College conducts self performance appraisalsthe employee and review their own performance. In this process of Self-Appraisal, Faculty members are required to identify their strengths, weaknesses, and development needs. This motivates the employees and lets the employees express their thoughts about themselves. This self-appraisal form is then evaluated by the Head of the Department and scores marked by the Teacher are verified. Whenever necessary, the concerned faculty is called and the matter/feedback is given. Corrective measures are suggested and the same is reviewed subsequently.

For Non - Teaching Staff:

Self-assessment: The performance of the non-teaching staff is reviewed once every three years. The employee is encouraged to go through his performance in the past 3 years, The employee needs to analyse if he has performed all the required duties and if there is any professional growth. This self-appraisal form is then evaluated by the Head of the Institution and scores marked by the non-teaching staff are verified. Whenever necessary, the concerned staffs are called and the matter/feedback is given. Corrective measures are suggested and the same is reviewed subsequently.

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

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

As an Affiliated institution, the College conducts its audit process in accordance with the extant guidelines. Accordingly,

auditing of the annual financial statements is done by an internal auditor who is duly appointed by the Governing Body. The Internal Audit is entrusted with the job of checking the payments, approvals, compliance of rules and regulations (purchase procedures, compliance of GeM/GFR rules, tender procedures etc). Proper deduction of income tax, timely deposit of TDS, GST etc are checked by internal auditors.

Financial audit of the accounts is an important process and is strictly followed by the management. The college undergoes an internal, externaland Statuarary audit conducted by management. Audit of Aided Staff Salary is conducted periodically by Government. Audit ofUniversity share in Fees collected is also conducted Periodically by University of management.

The college has accounts and a finance department headed by Finance In-charge, who controls the data related to all financial transactions of the college by carrying out annual budget allocation. The budgets are approved by the Governing Council in their meetings. Financial allocation for day-to-day activities and yearly requirements for running all academic and administrative departments are approved by the Governing Council.

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

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)

3.30980

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

The College is a grant-in-aided College. Salary grant to college Aided section Teaching and Non-Teaching staff is provided by the Government of Maharashtra. College also receives a research grant from UGC and the University of Mumbai.

The main source of fund for college is tuition fees received from students as per the guidelines by the University of Mumbai. Institute generates sundry income by the sale of scrap, old newspapers, double-sided used answer sheets/papers, and project viva books. At least three quotations are called by the college and normally the bestquotation is accepted by the college while performing various types of expenditures.

Educational Receipts and other Income includes

Admission forms fees, Processing fees, Tuition fees, Examination fees, Gymkhana fees, ID card fees, Library fees, Laboratory fees, Magazine fees, Industrial Visit fees, Mark sheet fees, Project Fees, Orientation workshop fees, National Conference Income, University Exam / Convocation fees, Miscellaneous fees, etc.

Expenses on Education includes

Admission forms, Prospectus, Affiliation fees, Salary and Allowance for Staff, Honorarium to Guest Lecturers, and Expenses on Events, Examination, Industrial Trip, Committee & Departmental activities, Orientation/workshop / Seminar/conference, Students, etc.

Optimal Utilization of Resource-

To provide and maintain proper infrastructure facilities, required changes in infrastructure are done from time to time. Budget is prepared well in advance as per the requirements of various

departments. The college focuses on the effective implementation of plans and policies by utilization of resources optimally.

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

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

The IQAC of the college was established in 2004 with the objective of continuous quality improvement. The Primary objective of IQAC is to foster a conducive teaching-learning environment with outcome based benchmarks for improvement of academic, research, administrative performance of the Institution. IQAC composition is as per NAAC Guidelines. Throughout the year, it constantly reviews the academic progress and also monitors infrastructural developments and need for introduction of new relevant Add on / Certificate programmes.

Practice – 1:Seminars, Webinars, Conferences, Workshops and Guest Lectures in Hybrid Mode:

Due to COVID 19 Situation in Mumbai Region University provided a guideline to Implement Hybrid System in the Institutes across the Mumbai. To Comply with this IQAC Formulated a systemic Plan to Conduct lecture and all the activities during the year with hybrid mode. This has ensured wide participation, inclusiveness and involvement of all even amidst lockdown.

Practice – 2: IQAC Initiatives during the year:

To enhance quality in Institute IQAC has taken Following Initiatives during the year. Preparation of the Academic Calendar and college Prospectus.

1. **Uploading college information on AISHE portal.**
2. **Promotion to ICT in working process of the institution. For this College has converted 2 room as Smart Class rooms and a plan has been prepared for making all Class rooms as ICT Enabled in Next Year.**
3. **Preparation of the AQAR.**

4. Organization of workshops, seminar and other extra-curricular activities.
5. Collection of feedbacks from the stakeholders analyzed there on along with the action taken report.

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

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

The Institute reviews its teaching learning process at the end of semester by conducting review meetings through IQAC. The IQAC is taken as the responsible body for the implementation of the academic calendar and organization of the co-curricular and extension activities during the Year. It monitors teaching, learning and evaluation process through the feedback. It collects feedbacks from the student's alumni, parents on the improvement of college infrastructure, necessity of new courses to be introduced. It also directs to Career guidance and Placement Cell to Conduct various career oriented certificate Programmes and Career guidance Sessions.

Following are the Important two Practices for Review of Teaching and Learning process during the Year:

Practice – 1: Feedback Mechanism :

To review of the teaching learning process is visible in the robust feedback of students, who periodically review and give suggestions about the teaching -learning processes of the department, the syllabus taught as a part of the programme, student assessment mechanisms and reading materials. In this regard IQAC Collect feedback on Curriculum and Overall Student Satisfaction Survey on Teaching and Learning Process and Suggest Action to be taken accordingly. This provides a roadmap for improvement of the teaching -learning processes.

Practice – 2: Self-Appraisal System:

To review and improve the teaching learning process IQAC took

initiative to collect Self-Appraisal from Teachers. With this practice IQAC Formulate strategy to enhance teaching learning process. After collecting and Analysing these forms IQAC submit its report to principal regarding conducting various development programs to improve teaching learning Process.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
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

Ghanshyamdas Saraf College of Arts and Commerce follows Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the UGC regulations on Prevention, prohibition and redressel of sexual harassment of women employees and students in higher educational institutions 2015 to Prevent

Sexual Harassment and Sensitize the students about gender equity.

Since this work involves both prevention and redress, GSCC has 2 integrated bodies – the Internal Compliance Committee [ICC] as mandated by these laws and policies to receive, process and redress complaints of sexual harassment, and the Women Development Cell [WDC] to do the work of raising awareness on questions of gender and sexuality, advocating for respectful and anti-discriminatory gender relations, and to mainstream gender in the policies of the Institute.

College initiates various activities for Sensitizing Students about Gender Equity.

- A Webinar was organized on the topic "Gender Sensitization: why it matters?
- A talk on "Health and Hygiene" for Girl students was organized by
- Webinar on Sexual Harassment at workplace: cases & provisions for boys and girls.
- NSS unit had organized a workshop on self defense for Girl student.

Rotaract Club has organized programs like "Voice It", Jamming against Shaming", "Love out loud", "Sisters in Solidarity ''and "Decode sexuality & Non-Binary gender" talk and research based activities for spreading awareness and protecting the LGBTQIA+ community.

File Description	Documents
Annual gender sensitization action plan	https://www.rset.edu.in/download/gscc/7.1.1-Anual-Gender-Sesnsitosation-Plan-pdf.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	https://www.rset.edu.in/download/gscc/7.1.1-Anual-Gender-Sesnsitosation-Plan-pdf.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/	C. Any 2 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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:

The college has a sprawling green campus and gives top priority to keep the campus clean and ecofriendly. Part of the waste generated is used for making compost. Bottle crusher Machine is placed in the College canteen which helps in recycling plastic waste..

Liquid waste management:

All the liquid waste from washroom, bathroom is drained through systematic drainage. Wastewater from toilets is properly drained out through the underground drainage systems.

E-waste management:

The College promotes green culture and reduce -reuse - recycle policy of unusable products like plastic, e-waste etc Hence the Institution conscientiously works towards generating minimal e-waste, for which the following strategies are adopted: 1. Regular maintenance of electronic equipment and computers by the in-house technician and AMC, ensures longer life. 2. The institution has installed an E-waste box with an objective to collect e-waste and dispose of them responsibly.

Waste recycling system:

There is a Waste water recycling system installed on the College campus. Waste recycling system is maintained on the campus by utilizing the sewage water to water the nearby trees. The Water Harvesting system, Borewell and Maintenance of water bodies and distribution system in the campus is also well structured. Since our college is a Commerce and Arts college, it does not generate Biomedical and Hazardous chemicals and Radioactive waste.

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and

D. Any 1 of the above

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	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Conscious and deliberate efforts have been made to cultivate an atmosphere where tolerance, equality, harmony and social responsibility become the natural outcome of all our endeavors.

The various extension activities, extra-curricular activities and almost every programme/project or function held in the Institute would bear testimony to its culture of inclusiveness. Themes like E-Waste collection drive to create awareness on discarding e-waste in proper mananer.Marathi essay writing competition to enhance marathi writing skills , use bicycle and stop pollution initiative by NCC, feed the hungry people,donation drives ,social activity for elimination of use of plastic.etc.

Commemorative days like Gandhi Jayanti, Independence & republic day, Women's day, Yoga day etc. also promote tolerance and harmony.Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

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	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute remains committed to constitutional values and assures its practice and dissemination through, governance processes and stakeholder engagement.

Empowerment through value-based education

The Mission of the College is Empowerment through value-based education. Through value – based education students are imparted knowledge of values, rights, duties and responsibilities of a citizen. In addition to this, different types of activities are

conducted to inculcate the values of equality, human dignity, unity and integrity of the Nation. Social activities are conducted to perform the duties and responsibilities as a citizen of a country.

Inculcating the right values among students and teachers

Various activities like Visit to old age home, Food donation drive – feed the hunger, Blood donation drive conducted to make students aware about their duties towards society. Creating awareness for world day against drug and Illicit trafficking, world day against child labour, social activity for elimination of use of plastic through conduction of activities was a move towards inculcating the values among students and teachers as a responsible citizen. Preserving the composite culture, to protect and preserve the natural environment and create awareness about conservation of natural resources and its importance are the fundamental duties of citizens of the country. These duties are performed through tree plantation drive, clean India campaign, celebration of world nature conservation day etc

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.rset.edu.in/download/gscc/7.1.9-Professional-Ethics,-Gender,-Values-main.pdf
Any other relevant information	https://www.rset.edu.in/download/gscc/7.1.9-Aditional-Information-Professional-Ethics-Gender,-Human-Values,-Environment-and-Sustainability-into-the-Curriculum.pdf

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	[View File](#)

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

Every year Our Institute celebrates various days and events in remembrance of renowned personalities and creates awareness of social causes. In so many innovative ways occasions are celebrated. Few are as Follows:

- **To showcase bonding and love between father and child, Father's day was celebrated on 20th June by NCC Committee. students were asked to take pictures with their father and upload it. so many beautiful memories were being shared by students with their fathers.**
- **Health and Fitness Awareness is created by celebrating Yoga Day, Bicycle Day, Food safety Day, Drug Abuse and Illicit Trafficking Day, National Sports Day etc. Online Yoga Sessions were kept to teach basic Yoga Asanas for the knowledge of students and teachers.**

Women's Day, Martyr's Day, Indian Navy Day etc. are organised to praise the services provided by people for the betterment of society.

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	[View File](#)

7.2 - Best Practices

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

1. Title of the Practice:-Fostering Community Outreach

Objectives of the Practice

- To sensitize students to the community's needs .

The Context:-

With a mission to empower students as responsive citizens, Our College has initiated programmes to instill in students the need to get involved in community concerns, develop compassion for others, and render selfless service to those in need.

The Practice:-

Different community development programmes are conducted by Extension Committees like NSS, NCC, DLLE, WDC, Rotract Club.

Evidence of Success:-

The student of Rotract, WDC, NSS and NCC cadets have been successful in creating awareness.

Problems Encountered and Resources Required

Undertaking large-scale programs is not feasible due to lecture schedules, continuous academic activities, and financial constraints.

2. Title of the Best Practice: -Student Diversity

Objectives of the Practice

To help in developing a system by providing equal opportunity to all the students by providing financial assistance.

The Context: College follows a policy wherein, a mixed crowd of students coexist within the college campus and learn from each other. The institution has a diverse crowd consisting of quick learners/ academically challenging students from different linguistic, social and cultural backgrounds.

The Practice

Students from a diverse crowd including non-traditional learners, first generation students, quick learners, academically challenged students and students from minority backgrounds are admitted into the college.

Evidence of Success

? Due to COVID 19 Situation College provided Instalmentfacility in payment ofFees and College has provided scholarships to students to cope up with the situation.

File Description	Documents
Best practices in the Institutional website	https://www.rset.edu.in/download/gscc/Best-Practices-2021-2022.pdf
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

The institution constantly thrives to achieve its stated vision and mission through distinctive approaches and innovative strategies. Institution has a comparatively large number of minority students. Most of the students from the locality belong to low income groups, slow-learners and fast learners. Our college provides them a platform to achieve academic excellence College provides an ambience of creativity, innovation, discipline and good learning experiences. College constantly updates its infrastructure facilities such as WIFI facility and library online catalog of books to make search easy for students College conducts various courses under Career and skill development and placement cell to promote self-employability and meet the global entrepreneur skill requirements.

The college conducts various outreach activities each year to develop life skills among the students. Students are motivated to visit orphanages and serve the local adopted school or village.. The COVID pandemic had exposed students to Anxiety, trauma of personal and familial illness, financial hardship, displacement and stress to cope with changing educational dynamics. Webinars

oriented towards current development in Commerce and Technology, Career advancement, Environmental Sustainability and health hygiene is conducted for students to bridge the gap in their academic learning keeping them updated with educational and social perspectives.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- **To increase corporate academic involvement through industry academic interaction.**
- **To organize various student and faculty development programmes.**
- **To improve the ICT infrastructure**
- **To develop a platform for the development of new ideas in the humanities**
- **To arrange morecareer guidance programmes.**
- **To improve teaching and Learning process.**