# Yearly Status Report - 2016-2017

| 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) Jayant Apte** |
| Designation | **Principal** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **022266812350** |
| Mobile no. | **9821125965** |
| Registered Email | **gsgc@rajasthani.org.in** |
| Alternate Email | **jayant.apte@sarafcollege.org** |
| Address | **RSET Campus, Sunder Nagar, S.V. Road** |
| City/Town | **Malad (West), Mumbai** |
| State/UT | **Maharashtra** |
| Pincode | **400064** |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Co-education** |
| Location | **Urban** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **Dr. Ashwat Desai** |
| Phone no/Alternate Phone no. | **022266812350** |
| Mobile no. | **9321153535** |
| Registered Email | **naac.gscc@sarafcollege.org** |
| Alternate Email | **ashwat.desai@sarafcollege.org** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | https://www.rset.edu.in/gscc/naac/ |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | https://www.rset.edu.in/gscc/schedule/ |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **2** | **A** | **3.23** | **2013** | **23-Mar-2013** | **22-Mar-2018** |

## 6. Date of Establishment of IQAC

| | |
|---|---|
| **6. Date of Establishment of IQAC** | **16-Dec-2004** |

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| **National Conference On Recent Trends In Digital Empowerment In Emerging** | **08-Dec-2016** **1** | **102** |

| | | |
|---|---|---|
| Economies | | |
| A workshop was organized jointly with Maharashtra State commission for women to create awareness among the students on UGC regulations, 2015 (Sexual harassment of women employees and students).Dr. Anjali Kanitkar (Director of social Audit, Mantralay | 27-Feb-2017 1 | 155 |
| Development of soft skills and personalities of the students by organizing Advanced skills Program on Financial Markets By Bombay Stock Exchange | 19-Oct-2016 90 | 39 |
| Regular Meetings of IQAC | 14-Jul-2016 1 | 13 |
| Regular Meetings of IQAC | 06-Oct-2016 1 | 13 |
| Regular Meetings of IQAC | 25-Jan-2017 1 | 12 |
| Regular Meetings of IQAC | 27-Apr-2017 1 | 14 |
| Feedback from Students and Teachers collected , analyzed on curriculum and used for improvement | 31-Mar-2017 1 | 861 |
| ISO Certification | 09-Sep-2016 1 | 10 |
| | View File | |

## 8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| Institution | Student Welfare | State Government | 2016 30 | 910060 |
| | | View File | | |

| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
|---|---|
| Upload latest notification of formation of IQAC | View File |

| | |
|---|---|
| **10. Number of IQAC meetings held during the year :** | 4 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View File |
| **11. Whether IQAC received funding from any of the funding agency to support its activities during the year?** | No |

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

- This year IQAC and Self Financing Department of Ghanshyamdas Saraf College of Arts and Commerce organised an Inter – Disciplinary National Conference On "Recent Trend In Digital Empowerment In Emerging Economies On 8th December 2016. Total 102 Paper were Presented and published in this National Conference.

- Periodical meetings with staff members are initiated to formulate the plan of action. The implementation of action plans are reviewed in the subsequent meetings.

- Sensitizing Students on Social Issues, environmental conservation and health issues/Community Development For this College has taken initiative of Introducing Rotract Club which enhances the leadership qualities and voluntarism among the students.

- Facilitating increased Research Output and Enhance Research Climate among the teaching staff.

- Career Development of Students and Creating Employability through Career Guidance and Placement Cell.

View File

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| Organising National Conference/workshop/ Seminar. | • This year IQAC and Self Financing Department of Ghanshyamdas Saraf College of Arts and Commerce organised an Inter – Disciplinary National Conference On "Recent Trend In Digital Empowerment In Emerging Economies On 8th December 2016. • A workshop was organized jointly with Maharashtra State commission for women to create |

| | awareness among the students on UGC regulations, 2015 (Sexual harassment of women employees and students).Dr. Anjali Kanitkar (Director of social Audit, Mantralaya and an active retired member of UWDC) delivered a talk followed by an interactive session on the same. |
|---|---|
| Sensitizing Students on Social Issues, environmental conservation and health issues/Community Development. | NSS • College organized a Blood Donation Drive on 5th July 2016. • NSS Students of the College participated in the Tree Plantation Drive on 8th August at the Unit No.10, Aarey Colony, Goregaon(E). • NSS volunteers have conducted cleanliness drive outside Malad station (w) in collaboration with B.M.C. on 27th August 2016. DLLE • 'Poster making' and 'Slogan writing' competition were organised By DLLE to sensitize the students on Woman Issues. • Guest Lecture on Women's Empowerment, their rights, and concerned legal laws was organised by DLLE. • Students of DLLE participated in Rally on Road Safety 'Joining Hands, Linking Minds' A human chain, organized by Brahmakumari on 22nd January,2017. Rotract Club • Rotaract Club of Ghanshyamdas Saraf College organised a seminar for students to create awareness among girl students regarding Anemia and also to adopt a healthy lifestyle. • Rotract Club of our college organised a 'Tree Plantation drive'. • The Students have taken the initiative for good environment and protection drive through which this drive "Sawaccha Powai Lake" was initiated by the students of Rotract Club of College. • On Occasion of Makarsakranti, Students of Rotract Club organised a campaign to spread awareness about 'Save Birds' and, 'Safe Kite flying' to protect birds. • An EduGreen Instil Programme was organised to install the habit of planting trees among students for better environment protection, with support from 'Green Health Foundation'. |
| Facilitating increased Research Output and Enhance Research Climate. | • Our teaching staff takes active interest in attending seminars, workshop and conferences and presenting research papers in National and International Conferences. In this Year 62 Faculty has Presented 71 Research Paper. • CA Ameya Tanawade and Prof Rupa Shah presented their Research Projects at Inter -University Avishkar |

| | |
|---|---|
| | Research Convention and won at the Zonal Level. • Mrs. Neha Joshi obtained her PhD degree. • Prof. Rupa Shah won the BEST RESEARCH PAPER PRESENTER AWARD at the National Conference held at M.L. Dhanukar College of Commerce |
| Career Development of Students | College organized Career oriented activities in association with different industries and institutes for third year students. Programs such as Mock Aptitude test, a Seminar on "Economic reforms and Capital Markets" were held. • Placement Cell of college conducted a special programme "Advanced Skills Program on Financial Markets" in association with BSE Institute Ltd. • Career Guidance and Placement cell conducted a seminar on "Grow your Skills". • A Career Counselling Seminar was organised by Ramdhar Maheshwari Counselling Centre of Rajasthani Sammmelan Education Trust for TY students. • Placement cell organised a Workshop On "Public Relation Events and Corporate Communication" and "Personal Rebranding" • 'Barclays Bank' conducted Interview for the profile of Data Executive Analyst. • A Visit to 'Career Fair' organised by NHRD- Mumbai was organised for students. • A Seminar on 'Setting Start Ups' was organised. • Planning Forum of College organised an Elocution competition on various topics ranging from finance, economics and governance within the country. |
| Staff Development | • Staff Academy of Ghanshyamdas College organised a Talk by Celebrity Diet and Nutrition Expert Ms. Rujuta Devekar on 'Do's and Dont's of Healthy Diet' for Staff. • Vice Principal Dr Jayant Apte of Department of Accountancy has been recognised as a Professor from University of Mumbai. • One of our Faculty Mrs Daksha Kapadia was appointed as a Member of Board of Studies in Business Economics. • Prof. Ashwat R. Desai was appointed as Chairperson for TY B.Com- Financial Accounting and Auditing paper V and VIII. |
| Memorandum of Understanding (MOU) with Industry | • MOUs have been made with three institutions namely 1. EduEdgePro Pvt. Ltd. 2. International Skill Development Corporation (ISDL) 3. Association of Chartered Certified Accountants (ACCA) |
| To Inculcate value system among the | • Marathi Literature Committee |

| | |
|---|---|
| **students** | **felicitated the teachers by offering hand made greeting cards on the occasion of Guru Purnima. • Our College organised various social activities like Blood Donation Camp, 'Save Birds' campaign, Road safety Programmes etc. to develop values like Tolerance, Patriotism, Generosity etc among the students.** |
| [View File](#) | |

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

| Name of Statutory Body | Meeting Date |
|---|---|
| **Governing Council of College** | **29-Apr-2017** |

| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | **Yes** |
|---|---|
| Date of Visit | **16-Jan-2013** |
| **16. Whether institutional data submitted to AISHE:** | **Yes** |
| Year of Submission | **2017** |
| Date of Submission | **15-Feb-2017** |
| **17. Does the Institution have Management Information System ?** | **Yes** |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | **Management Information System is operative in the college in the following areas of our activities: A. Accounting: The College uses accounting package "Tally" for its accounting functions. B. Administration: For non accounting function, the college uses MS word and Excel. ERP has developed MIS for smooth functioning of administration. All the basic records are maintained on computer. The college has a main server to store the data. All the PCs are in a network. Regular back up policy is in place. Each PC has an individual user password. M.I.S. is used for maintenance of infrastructure and other facilities. Issues related to infrastructure are communicated via Email to the facility manager. The** |

Biometric system is used to record attendance of staff. RFID cards are used for recording attendance of students. SMS gateway sends important notifications to different stakeholders of the college. C. Admission: Admission process of the students is done online. Admission module helps in conducting the admission process of all UG and PG students smoothly. Students are required to complete the admission formalities by filling up their information online. This admission module helps in generating information as required for admitting the students. Merit list is also generated based on which students are admitted in the college. D. Others: Website of the college is also updated on regular basis.

## Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

1. Appointment of Qualified Faculty – Qualified faculty as per the UGC norms are appointed by the institution , interview are conducted , Vice-chancellor nominee appointed by University norms, Subject experts is appointed from different specializations, Principal and Management members. 2. Attendance – Institution follows the criteria of 75% attendance for students and the attendance record is maintained for all lectures and tutorials conducted for UG and PG programme. 3. Completion of Syllabus – The institution department takes care of the completion of syllabus by respective subject faculty, it is monitored and controlled and approved by Head of Department. 4. Examinations –. As per the UGC norms the college conducts class test per semester for internal assessment and a semester end exam after the completion of course to evaluate student performance. Students are given practice question bank and previous year question papers for thorough preparation. 5. Distribution of Workload (as per UGC and DHE norms) – The distribution of workload is done to the faculty by the time-table committee and as per the norms set by the University. 6. Leave Management – All faculty members of the institution apply for different types of leaves (SL, CL, and DL) and information goes for necessary approval to the Head of the Institution. HR keeps a record of total number of leaves consumed by the faculty throughout the year. The daily attendance is tracked through biometric technology. As per the University guidelines. 7. College Website – The institution updates its website at regular intervals with various activities held in the college. 8. Co-and Extra-curricular activities – Institution initiates value added courses such as Angel Broking, Capital first Ltd, BSE Institute Ltd, Visara Technologies, ICIC Prudential ,WNS Global where workshops and seminar conducted to improve job skills .NSS Unit had organised residential camp for the NSS volunteers at Karvale Village,carreer fair was orgainsed by the placement cell for giving studens opportunity to be placed with reputed companies ,Instiution had organised one -day visit for TY (BMS/BFM/BCBI/BSc-IT) students to Indian school of Management Entrepreneurship

, Free CAT Coaching was organised for students who wish to pursue the career in Management Studies, Workshop was conducted for students on Public Relations Events and Corporate Communication by Pearl Academy. Industrial visit to Amritsar, Dharmashala ,Dalhousie was organised by the institution . Live activity was initiated for the subject Entrepreneurship Management of class SYBBI/SYBMS where students showed their creativity and skills through Entrepreneur Fair. 9. Teaching Methodology – Institution believes in advancement of students and quality education, methods of teaching such as Powerpoint presentations, Case Studies, Live Projects, Industrial Visits, Assignments, Class Activities which brings knowledge and information beyond syllabus. The institution has taken initiative to encourage E-Learning by establishing GOLD (Goyal Online Learning Academy). the students are taking benefit of the Academy by appearing online tests in various subjects. 10. Remedial Lectures – Institution conducts remedial lectures for the slow learners and ATKT students.

## 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|---|---|---|---|---|
| Grow Your Skills | Nil | 10/10/2016 | 30 | Employability | To impart knowledge about Financial Markets |
| Advanced Skill Programme on Financial Markets | Nil | 19/10/2016 | 90 | Employability | To impart knowledge about Financial Markets |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|
| BCom | 0 | 06/06/2016 |
| View File | | |

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| BCom | 0 | 06/06/2016 |

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

|  | Certificate | Diploma Course |
|---|---|---|
| Number of Students | 44 | 0 |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| Grow Your Skills | 10/08/2016 | 5 |
| Advanced Skill Programme | 19/10/2016 | 39 |

|  | on Financial Markets | |
|---|---|---|
| | View File | |

### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| BCom | Industrial Visit to Indian School of Management and Enterprenurship | 115 |
| BCom | Industrial Visit Amritsar, Dharamshala & Dalhousie | 47 |
| BCom | Internship Project at Barclays Bank | 1 |
| BCom | Internship Project at Angel Broking Ltd | 117 |
| BCom | Internship Project at Capital First Ltd. | 35 |
| BCom | Internship Project taken by BMS students at various organisation | 83 |
| View File | | |

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | Yes |
| Employers | No |
| Alumni | No |
| Parents | Yes |

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

Feedback Obtained

Teachers Feedback Institution motto is education empowerment for it obtains feedback from the teacher every Academic Year, after the semester examination. The faculty gives feedback for all the theory and practical courses taught by them in the year. The areas covered and taken care during the feedback are question based on syllabus, adequacy of syllabus, assessment of answer books, Satisfaction about teaching methodology, Faculty approachability towards students, Faculty ability to teach subject and control the class, Syllabus coverage, organisation of lectures, use of modern tool through satisfaction survey. Student Feedback Institution also conducts feedback from students every Academic Year, after the semester examination. The student gives feedback for all the theory and practical courses taught to them in the year. The points covered while conducting the feedback are based on question based syllabus, adequacy of syllabus, evaluation of their answer books, Satisfaction about teaching methods, teachers approachability towards them, Faculty ability to teach subject and control the class, Syllabus coverage, planning of lectures, use of modern tool and implementation of the tools and satisfaction among

students of it.. Parents Feedback Institution has conducted feedback process from the parents, feedback is collected from parents during the Parents Teachers Meeting (PTMs) that are organised by every department of the institution, the parents give feedback on course content, applicability and relevance of it on the real life situation of the children ,how important is the course from the perspective for their children. The points are calculated according to the grades given by the parents in various criteria. The grades are given as A, B, C, D(where Avery good , Bgood, Csatisfactory, Dunsatisfactory). The Average and percentage of various criteria are calculated. The strength and weakness are summarized. The proposals given by the different committees and departments are discussed for necessary action and improvement.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---|---|---|---|---|
| BCom | BCom | 873 | 2564 | 873 |
| BCom | BCAF | 138 | 914 | 138 |
| BCom | BCBI | 135 | 347 | 130 |
| BCom | BFM | 72 | 116 | 72 |
| BCom | BSc(IT) | 72 | 392 | 72 |
| BMS | BMS | 138 | 1106 | 138 |
| BA | BMM | 137 | 509 | 137 |
| MA (Journalism) | MACJ | 60 | 23 | 17 |
| MA | MAFTNMP | 60 | 30 | 20 |
| MCom | Accounts & Management | 220 | 317 | 220 |

View File

### 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2016 | 4516 | 459 | 49 | 0 | 5 |

### 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 54 | 40 | 10 | 8 | 0 | 4 |

View File of ICT Tools and resources

| 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words) |
| --- |
| • Institute has a well defined policy of mentoring newly admitted under graduate students. • Institute assigns to every teaching faculty the role of mentor to the newly admitted students. • Every class division is assigned to a faculty member as class Facilitator at the beginning of the year. The class Facilitator acts as a mentor for the students of that respective class. • Each Mentor meets their students regularly and guides them in their studies and extra-curricular activities. • Mentor motivates the students to attend their lectures regularly and participate in maximum number of co-curricular and extra curricular activities and in other areas of their interest. • Mentors also coordinate with the parents and keep them abreast about the progress of their child. • Mentoring is given to First Year Students by Teacher by the way of mentoring in academic performance, for overall development through different co- curricular and extra curricular activities. As for Second Year and final year Student College have a separate in – house counseling centre. • College is having an in- house counseling centre named as "Ramdhar Maheshwari Career Counseling Centre" for counseling the students on their career planning and also to overcome their stress and personal problems. • There is a team of elected representatives of the Student Council of the institute which is engage with extra and co-curricular activity of the institute students. These senior student representatives also perform the work of mentorship. • Workshops, sessions and interaction with experts from the industry exposes students to career paths, sets expectations and aligns them with the needs of the industry. • Placement and career counseling services are available to students through the Placement Cell/Committee. |

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| --- | --- | --- |
| 1815 | 54 | 1:34 |

## 2.4 – Teacher Profile and Quality

| 2.4.1 – Number of full time teachers appointed during the year |
| --- |

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| --- | --- | --- | --- | --- |
| 18 | 17 | 1 | 0 | 12 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
| --- | --- | --- | --- |
| 2016 | Dr. Jayant Apte | Vice Principal | Recognised as a Professor in Department of Accountancy from University of Mumbai. |
| 2016 | Prof. Rupa Shah | Assistant Professor | Best Research presenter Award at M.L. Dahanukar College. |
| 2016 | Dr. Neha Joshi | Assistant Professor | Obtained her Ph.D Degree in the Subject of Library Science from Savitribai Phule , Pune. |
| 2017 | Dr. Megha Khedekar | Assistant Professor | Obtained her Ph.D Degree in commerce |

## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| BCom | BCom | I | 25/11/2016 | 11/03/2017 |
| BCom | BCom | II | 19/04/2017 | 05/06/2017 |
| BCom | BCom | III | 19/10/2016 | 03/12/2016 |
| BCom | BCom | IV | 27/03/2017 | 28/04/2017 |
| BCom | BCom | V | 22/11/2016 | 09/02/2017 |
| BCom | BCom | VI | 13/04/2017 | 08/08/2017 |
| BCom | BCAF | I | 22/11/2016 | 14/12/2016 |
| BCom | BCAF | II | 25/04/2017 | 24/05/2017 |
| BCom | BCAF | III | 10/10/2016 | 22/11/2016 |
| BCom | BCAF | IV | 29/03/2017 | 17/04/2017 |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All the rules and regulations pertaining to the examinations, laid down by the University of Mumbai, are scrupulously followed. Standardized and systematic Examination and Evaluation system is present. The internal examinations help to evaluate the conceptual clarity of the learners in different courses. Examination schedule for the entire term is prepared at the beginning of each term. The Principal and the Heads of Department monitored the performance of the students by making an analysis after every internal test and external examination. Result Analysis is discussed in the departmental meeting and effective action is taken to improve whenever necessary. The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings. Innovative projects, research surveys and assignments help to enhance the relevance of different courses. Moderation of papers was carried out by teachers from other colleges. Functional Autonomy to Examination committee to ensure the smooth and fair conduct of exams. Examination committee monitors and ensures smooth conduct of all examination. The college takes various steps to carry out a continuous internal evaluation ( CIE) system which are as follows: • Measuring the academic progress of the students through internal assessment, result analysis, attendance, and project method and through academic units and functionaries. • Parent teacher meeting /monitoring, • Remedial Classes are conducted for the slow learners

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

? The institution ensures that timeline and the framework given by University of Mumbai is strictly adhered to as follows: • Academic Calendar for the conduct of examination and for conducting the other activities is prepared in detail at the beginning of the year. Principal, Vice Principal and various head

of departments approve the same. • Time Table for examination, class room allocation, supervision duty chart for the teachers and duty chart for non teaching staff is prepared and displayed well in advance. • Monthly Teaching plan is prepared by every faculty member to ensure that the syllabus is completed properly and well in time. Notices are also displayed in advance for submission of Mark sheets by the faculty members.

## 2.6 – Student Performance and Learning Outcomes

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

https://www.rset.edu.in/gscc/bcom/

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| BCom | BCom | BCom | 814 | 702 | 87 |
| BCom | BCom | BCAF | 137 | 131 | 96 |
| BCom | BCom | BCBI | 132 | 98 | 74 |
| BCom | BCom | BFM | 56 | 42 | 75 |
| BCom | BCom | BSc(IT) | 53 | 37 | 70 |
| BMS | BMS | BMS | 127 | 109 | 86 |
| BA | BA (Journalism) | BMM-Journalism | 26 | 20 | 77 |
| BA | BA | BMM-Advertising | 101 | 78 | 77 |
| MA | MA (Journalism) | MACJ | 15 | 14 | 94 |
| MCom | MCom | MCom | 142 | 132 | 93 |

View File

## 2.7 – Student Satisfaction Survey

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

NIL

# CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Minor Projects | 0 | 0 | 0 | 0 |

View File

## 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| Nil | Nil | 06/06/2016 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| The Impact of Celebrity branding on consumer purchase decision. | Prof. Rupa Shah | M.L.Dahanukar College | 25/02/2017 | Best Research Paper Presented Award |

[View File](#)

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 06/06/2016 |

[View File](#)

## 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| 0 | 0 | 0 |

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

| Name of the Department | Number of PhD's Awarded |
|---|---|
| Nil | 0 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| National | Commerce | 9 | 4.79 |
| International | Commerce | 2 | 4.79 |
| National | Accountancy | 10 | 3.81 |
| International | Accountancy | 3 | 3.81 |
| National | Economics | 2 | 5.50 |
| International | Economics | 1 | 5.50 |
| National | Mathematics, Statistics Computer Science | 2 | 5.20 |
| International | Mathematics, Statistics Computer Science | 4 | 5.20 |
| National | Self Finance | 21 | 5.50 |
| International | Self Finance | 2 | 5.50 |

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| Accountancy | 20 |
| Commerce | 11 |
| Economics | 3 |
| Mathematics, Statistics and Computer Science | 6 |
| Self Finance | 23 |
| Library | 1 |
| View File | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 2016 | 0 | 0 | 0 |
| View File | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 2016 | 0 | 0 | 0 |
| View File | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Attended/Seminars/Workshops | 0 | 9 | 0 | 11 |
| Presented papers | 13 | 41 | 0 | 2 |
| Resource persons | 1 | 2 | 0 | 3 |
| View File | | | | |

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| Trekking camp at Ooty (20th july-30th July 2016) | NCC | 1 | 3 |
| Combined annual | NCC | 1 | 4 |

| training camp at Panvel (27th September-6th October 2016) | | | |
|---|---|---|---|
| National integrated camp at Tamil Nadu (13th October-23rd October 2016) | NCC | 1 | 2 |
| Basic leadership camp at Kolhapur(5th November-14th November 2016) | NCC | 1 | 1 |
| Combined annual training camp at Panvel (22nd December-31st December 2016) | NCC | 1 | 10 |
| Coffee with the vice chancellor at Kalina (Mumbai University)20th December 2016 | NCC/NSS/DLLE | 1 | 15 |
| Special Residential 7 Days Camp at Aastha Trust Karvale village ,Palghar | NSS | 2 | 25 |
| Tree Plantation | NSS | 2 | 33 |
| Leadership training program at Kalina(Mumbai University) | NSS | 2 | 2 |
| Flag collection rally(15th august 2016) | NSS | 2 | 35 |
| View File | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| Poster Making Competition in Udaan Fest(24th January 2017) | First Prize | DLLE University of Mumbai | 2 |
| Street play Competition in Udaan Fest(24th January 2017) | Second Prize | DLLE University of Mumbai | 15 |
| NSS Prize distribution ceremony (9th March | Best NSS volunteer | University of Mumbai | 1 |

| | 2017) | | | | |
|---|---|---|---|---|---|

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| DLLE | DLLE, University of Mumbai | Street Play(Women empowerment) | 2 | 15 |
| NSS | NSS | HIV AIDS awareness rally also presented street play for the same (1st December 2016) | 2 | 30 |
| NSS | NSS | Flag collection rally(15th august 2016) | 2 | 35 |
| NSS | Maharashtra Addiction Eradication Centre | Rally(1st October 2016) | 2 | 20 |
| NSS | BMC | Cleanliness Drive(27th August 2016) | 2 | 32 |
| DLLE | DLLE | Essay Writing, Elocution competition ,Poster making, Slogan Writing, Quiz (Social issues) | 2 | 80 |
| DLLE | DLLE | Cleanliness drive | 2 | 40 |
| DLLE | DLLE | Guest Lecture on women empowerment-their rights and laws(6th October 2016) | 2 | 110 |
| DLLE and NSS | Bramha Kumari | Rally on Road safety(22nd January 2017) | 4 | 57 |
| DLLE and NSS | BMC | Voters awareness rally(15th February 2017) | 4 | 60 |

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## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| Nil | Nil | Nil | 0 |

View File

**3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year**

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| Employability | To impart knowledge about Financial Market | Advance Skill Program on Financial Markets by BSE Institute Ltd. | 19/10/2016 | 18/01/2017 | 39 |
| Youth Employability | Youth Employability Programme | Grow Your Skills | 10/08/2016 | 09/09/2016 | 5 |
| Internship | Internship Project | Barclays Bank | 18/02/2017 | 17/05/2017 | 1 |
| Internship | Internship Project | Angel Broking Ltd. | 08/08/2016 | 07/11/2016 | 117 |
| Internship | Internship Project | Capital First Ltd. | 30/09/2016 | 31/12/2016 | 35 |

View File

**3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|---|---|---|
| Nil | 06/06/2016 | Nil | 0 |

View File

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|---|---|
| 27144546 | 25102000 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|
| Campus Area | Existing |

| Class rooms | Existing |
|---|---|
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |

**No file uploaded.**

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| KOHA | Partially | 16.11.16..000 | 2013 |

### 4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 20738 | 2069375 | 1950 | 214018 | 22688 | 2283393 |
| Reference Books | 15960 | 4833778 | 358 | 431497 | 16318 | 5265275 |
| e-Books | 236309 | 6000 | 2773691 | 3725 | 3010000 | 9725 |
| Journals | 42 | 343253 | 36 | 37538 | 78 | 380791 |
| e-Journals | 12318 | 4000 | 6500 | 2000 | 18818 | 6000 |
| CD & Video | 184 | 50826 | 7 | 5386 | 191 | 56212 |
| Others(specify) | 262 | 77263 | 24 | 18193 | 286 | 95456 |

[View File](#)

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| NIL | NIL | NIL | 08/06/2017 |

[View File](#)

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 62 | 1 | 62 | 0 | 0 | 24 | 0 | 512 | 0 |

| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 62 | 1 | 62 | 0 | 0 | 24 | 0 | 512 | 0 |

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

| 512 MBPS/ GBPS |
| --- |

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
| --- | --- |
| Gold Academy | http://www.goldelearning.com/ |

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
| --- | --- | --- | --- |
| 1765000 | 1152673 | 27144546 | 25102000 |

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

The physical facilities including Computer Laboratory and Classrooms etc. are made available for all students. The classrooms, furniture and fixtures are utilized regularly for the students but sometime it is also made available for conducting various value added courses like ACCA, CFP, Skill Academy, BSE Institute and CASI Global. The maintenance and the cleaning of the classrooms and the computer laboratory is done with the help of Housekeeping Department, the contract of which has been given to outside agency. The college has adequate number of the computers with internet connections and the utility soft wares are distributed in different locations such as administrative office, computer laboratory, library, staff room etc. The office computers are also connected through the LAN and office software makes work easier and systematic. The library is also provided with LAN facility for the computers and they are loaded with the library software. The college website is maintained regularly by AMC with outside agency. Academic and Support Facilities : The academic support facilities like library, sports and the other platforms supporting overall development of the students like NSS, NCC and DLLE is open only to the college students. A provision of the budget for the library maintenance is made by the college management. The sports department of the college has adequate infrastructure consisting of the sports room and the sports ground which can be used by student and staff. Career Guidance and Placement Cell of the college provides opportunity to students to get access to corporate world and make them employable.

http://www.rset.edu.in/download/gscc/infrastructure-policy.pdf

# CRITERION V – STUDENT SUPPORT AND PROGRESSION

## 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
| --- | --- | --- | --- |
| Financial Support from institution | Students Welfare Fund | 45 | 253450 |

| Financial Support from Other Sources | | | |
|---|---|---|---|
| a) National | Government Scheme, IRB Endowment Scholarship Fund, BKT Endowment Freeship Fund, Other Sources | 72 | 1199640 |
| b)International | 0 | 0 | 0 |
| [View File](#) | | | |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Preliminary Exam | 13/08/2016 | 5 | Union Public Service Commission |
| Workshop on Economic reforms and Indian capital Markets | 02/12/2016 | 150 | Ghanshyamdas Saraf College of Arts Commerce |
| Career Fair | 24/12/2016 | 250 | NHRD |
| Workshop on rebranding and PR | 13/02/2017 | 110 | Pearl Academy |
| [View File](#) | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|---|---|---|---|---|---|
| 2016 | Counselling by Angel Broking | 0 | 140 | 0 | 117 |
| 2016 | Capital First Limited | 0 | 71 | 0 | 35 |
| 2016 | Workshop/Training by BSE | 0 | 130 | 0 | 87 |
| 2017 | Acquest Ltd | 0 | 8 | 0 | 2 |
| 2017 | WNS Global | 0 | 80 | 0 | 23 |
| 2017 | ICICI Prudential | 0 | 80 | 0 | 11 |
| 2017 | Ace Technology | 0 | 10 | 0 | 3 |
| 2017 | India Bulls | 0 | 3 | 0 | 1 |
| [View File](#) | | | | | |

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
| --- | --- | --- | --- | --- | --- |
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| India Bulls Ltd., P3 Architectural Solutions, ICICI Prudential Life Insurance, Ace Technologies, Acquest, WNS Global | 364 | 196 | Loan Junction, Siemens Ltd., Kotak Life Insurance | 25 | 2 |
| View File | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
| --- | --- | --- | --- | --- | --- |
| 2017 | 11 | B.Com | Self Finance | Durgadevi Saraf Institute of Management Studies | PGDM |
| 2017 | 9 | B.Com | Self Finance | Durgadevi Saraf Institute of Management Studies | MMS |
| View File | | | | | |

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

| Items | Number of students selected/ qualifying |
| --- | --- |
| NET | 1 |
| SLET | 1 |
| View File | |

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

| Activity | Level | Number of Participants |
| --- | --- | --- |

| Sports | Institutional Level( Total) | 815 |
| Cultural | Institution | 360 |
| Cultural | Inter-collegiate | 2353 |
| View File | | |

## 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
| --- | --- | --- | --- | --- | --- | --- |
| 2016 | Kabaddi Federation Cup | National | 1 | 0 | 734193 | Sayli Jadhav |
| 2016 | Kabaddi Federation Cup | National | 1 | 0 | 508492 | Trupti Sonawane |
| 2017 | Kabaddi Federation Cup | National | 1 | 0 | 0 | Pratiksha Mandavkar |
| 2017 | 5th National Kung-Fu Ch ampionship | National | 1 | 0 | 582884 | Ganesh Yadav |
| 2017 | 5th National Kung-Fu Ch ampionship | National | 1 | 0 | 506285 | Rohit Mishra |
| View File | | | | | | |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

During the academic year 2016-17, the first activity of students' Council was 'Teachers Day' celebration. Due to Ganesh Festival holidays, Teachers Day was celebrated on 17th September, 2016 instead of 5th September. A 'student-Teacher' competition was held for B.Com and Self Finance students. This was followed by various cultural events performed by the students of our college to entertain their teachers. Small gifts were also offered to the teachers as a token of respect by the students. On the 20th October 2016, Students' Council in association with the Cultural Committee and Rotaract Club organized 'Raas Garba' to celebrate the festivities of Dussehra in Durgadevi Saraf Auditorium. Prizes were awarded to the students in Male and Female category for the 'Best Dancer' and 'Best Costumes '. Rangoli competition was also held on this day. Traditional Day was celebrated in our college on 24th December 2016. 'Satyanarayana Pooja' was also organized in our college by the Non-Teaching staff. Students and teachers came to the college dressed in traditional attire. Farewell function to T.Y.B.Com and Self Finance students was given by S.Y. students on 17th March 2017. Speeches were given by the Principal, Dr. Sujata Karmarkar and Vice Principals, Prof. Bhavana Vaidya and Dr. Jayant Apte to motivate the students and to give them good wishes for their future endeavours. Even some of the T.Y.B.Com students shared their experiences. This was followed by cultural events to entertain the T.Y. students. Snacks were also provided to

them. Various extension activities were organized by the college during the year. Some of them being: • Extension activities were organised to Sensitize Students on Social Issues, environmental conservation and health issues/Community Development. • To improve the habit of tree plantation among the students and for environment protection, Green Health Foundation and Rotoract club launched EduGreen Instil Programme. In addition to the above various initiatives were initiated by the Students' Council in collaboration with various other committees of the College. Some of the initiatives included: • Blood Donation drive • Anti-ragging drive • Save birds drive • Cleanliness drive

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

288

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Two Meetings and Two Activities were conducted During the year.Two meetings were held, one on 19th July, 2016, the day the teachers shifted to their new staffroom and the second meeting was held on 17th December, 2016. The discussion was pertaining to the Teachers' Day celebrations the Annual day function, again of which they were a party to. Both the functions were an affair to remember till date with the alumni showering their love and respect to all the heads of institution and their mentors in a very touching way.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

As an institution, Ghanshyamdas college of Arts and Commerce has always promoted inclusive and participative management and decentralisation of authority aimed at healthy and constructive growth of the College by involving the interests of all concerned stakeholders. Though GSCC has generally adopted a decentralised and participative mode of management, nevertheless, the following two practices of decentralization and participative management adopted in academic year 2016-17 can be detailed: Decentralization 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 (GC) delegates all required decision making authority to the Principal. The Principal in turn has appointed faculty members as convenors for various Committees/Associations such as Admission Committee, Students Council, Examination Committee, Cultural Association, Discipline Committee, Sports Committee, Students Grievance committee, Unfair means Committee , Women's Development Cell, Career Guidance and Placement Cell, NCC, NSS, Library Committee, , etc. This has ensured fixing of responsibility and accountability leading to overall good results. 2. Faculty level: Faculty members are given representation in various committees/cells nominated by the Principal. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development

of faculty members. 3. Student level: Students are empowered to play important role in different activities. Functioning of different secretaries of Students Council (listed below) further reinforces decentralization. • Cultural secretary • Class Representatives • Committee In charges 4. Non-teaching staff level: Non-teaching staff are represented in the governing body and IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions. Participative Management The institution promotes the culture of participative management at the strategic level, functional level and operational level. • At Strategic Level Governing Council Principal and Vice Principals are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. • At Functional level Faculty members share knowledge among themselves, students and non teaching staff members while working for a committee. • At Operational level the Principal interacts with university, government, external agencies. Faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

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

Yes

## 6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
| --- | --- |
| Curriculum Development | Curriculum designing and development is decided by the affiliating university. Regular workshops and seminars are conducted to keep abreast with new programs. These programs cover extensive knowledge and skills which go beyond syllabus. Several teachers are involved in framing syllabi, are on the Board of Studies and also member of Academic council of University of Mumbai. Other teachers attend workshop and seminars on regular basis to hone their skills. |
| Teaching and Learning | The teaching learning outcomes are monitored on regular basis both – at the department and college level. • At GSCC, the focus is on transforming and subliming the pedagogical process to be more engaging, goal oriented and keeping the faculty updated with the latest developments in pedagogy and teaching methodologies. Accordingly, as a part of the quality improvement strategy for the same, faculty members are given freedom to adopt and innovate teaching methodologies for their respective subjects. Faculty members further improve the quality of teaching by use of Information and Communication Technology, group discussions, |

| | industrial and institutional visits etc. The College further encourages the faculty to attend Refresher and Orientation Courses, Faculty Development Programmes and workshops to enhance their knowledge and skill set. <br>• GSCC believes that learning is a continuous process, So for Overall development of student, proportionate emphasis given to both curricular and extra-curricular aspects. The College promotes extra-curricular involvement amongst students by providing them the freedom to choose from a wide range of student Activities. The balance between the curricular and extra-curricular ctivities facilitates an all round learning process that equilibrates between theory, application and real world skills such as time and team management. |
|---|---|
| Examination and Evaluation | All the rules and regulations pertaining to the examinations, laid down by the University of Mumbai, are scrupulously followed. Regular tutorial and remedial classes are conducted. Continuous evaluation is carried out through regular tests, assignments, projects. The internal examinations help to evaluate the conceptual clarity of the learners in different courses. Innovative projects, research surveys and assignments help to enhance the relevance of different courses. Examination committee monitors and ensures smooth conduct of all examinations. Online assessments are monitored properly internal exam marks are also uploaded. Rigorous analysis of results are carried out with Department Head and the Principal after every exam. |
| Research and Development | The college ensures that high quality research is produced by supporting the staff and students in several ways. The college supports teachers and students in ensuring high quality of research in several ways. There has been consistent increase of teachers completing Doctoral degrees and also recognised Ph.D. guides. The institution gives recognition on College Annual day to faculty members who have obtained Ph.D degree during the given academic year. College Encourage faculty towards getting Research projects. To Motivate the faculty Members College bears the |

| | |
|---|---|
| | cost towards registration fees for faculty attending reputed National/International conferences. College Library also supports research by lending books, journals and e-resources. It has a designated area for Research Scholars with dedicated computers and seating facilities. |
| Library, ICT and Physical Infrastructure / Instrumentation | The Institute strategies for Library aim at constant improvement and development of library services through updation of technology and employment of latest systems in library sciences. New journals, magazines, books and online database were procured to establish an academic rigour. Similarly, for physical and ICT infrastructure , focus on their regular maintenance and timely upgradation while ensuring its utility in the education process. |
| Human Resource Management | The aim of the human resource management in the College focuses on attracting, training, developing, motivating and retaining its human resources. The faculty members are given several opportunities to strengthen their leadership, organizational, management and other skills as conveners or members of various committees. Regular meetings of the non-teaching staff with the Principal are organised to provide a platform for informal discussion and improvement of the work environment. College Motivates teacher and Support them Financially to do orientation, refresher and Other research Work. The System of Self-appraisal of the teachers through maintenance of Academic Diary has been introduced. Recruitment is done as per UGC and University guidelines |
| Industry Interaction / Collaboration | At GSCC, the focus is on strengthening industry interaction and collaborations as well as building long-term mutually beneficial ties for the collaborating institutions. In this regards MOU's have been entered with Different Institutes and Collaborating activities has been conducted in the Year to enhance the Industry interaction. |
| Admission of Students | The College follows strictly the guidelines issued by the University of Mumbai and the government from time to time. All details pertaining to |

admissions are displayed on the college website. The ERP system is used to manage admissions to all undergraduate and postgraduate programmes, in both aided and self financing sections. Admission process is streamlined to minimize the waiting time for parents and students. All efforts are made to make the admission process transparent and systematic. The Admissions are assisted by the Administrative Staff. Teachers and student volunteers, and by the In-house I.T team. The management gives all logistical support needed.

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

| E-governace area | Details |
| --- | --- |
| Planning and Development | The College uses its electronic database and information systems for Planning and development. College has Implemented SMS system for dissemination of information including regular notice to all stakeholders. Faculty members are required to submit their work plans at the beginning of the year and to regularly maintain the academic diary. Faculty members are encouraged to make use of ICT in the Teaching- Learning process. Laptops, Projectors etc. are made available to all departments. The timetable and other academic communication are uploaded on the website. |
| Administration | For Better Streamlined Administrative work, database and records are maintained in electronic Form. For sending all information to stake holders a Notice display system is available in College.. MIS is used for maintenance of infrastructure and other facilities. Issues related to infrastructure are communicated via E-mail to the facility manager. The Biometric system is used to record attendance of staff. Adequate number of PCs, Printers and Scanners etc are provided to Admin Staff. |
| Finance and Accounts | To ensure the availability of data and long- term storage of records , the account department is ensuring digitisation of its records. Office and Accounts Section is fully Computerised. College finance and Accounts Section Use "Tally Software" for Maintenance of the Accounts . All The Statuary requirements is done on a timely basis as and when required. |

| Student Admission and Support | The College follows the guidelines issued by the University of Mumbai and the government from time to time. All details pertaining to admissions are displayed on the college website. The ERP system is used to manage admissions to all undergraduate and postgraduate programmes, in both aided and self financing sections. Admission process is streamlined to minimize the waiting time for parents and students. All efforts are made to make the admission process transparent and systematic. The Admissions are assisted by the Administrative Staff. Teachers and student volunteers, and by the In-house I.T team. The management gives all logistical support needed. |
|---|---|
| Examination | While the examination schedule is administered by the University of Mumabai, the College takes proactive measures to ensure relevant and timely information dissemination amongst students. Notifications prior to examination such as submission of examination form are timely displayed on College website and notice boards. Information pertaining to collection of admit cards and other examination related formalities are also communicated to students through electronic channels. CCTV Cameras installed in Exam Photocopy Room and each and every Classroom. High Speed Digital Printers for obtaining speedy printouts of question papers sent by University are also installed. |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| 2016 | Dr. Lipi Mukharjee | One day IQAC Workshop | NES Ratnam College Bhandup, Mumbai | 200 |
| 2016 | Prof. Prajana Shetty | One day IQAC Workshop | NES Ratnam College Bhandup, Mumbai | 200 |
| 2016 | Prof. Prajana Shetty | One day workshop on Revised syllabus on 28th June | Mithibai College ,ville Parle West | 300 |

| 2016 | Mansi Dangarwala | One day workshop on Revised syllabus | University of Mumbai | 300 |
|------|------------------|--------------------------------------|----------------------|-----|
| 2016 | Mrs. Urvi Jain | One day workshop on Revised syllabus | University of Mumbai | 300 |
| 2016 | Mrs. Archana Mainkar | One day workshop on Revised syllabus | University of Mumbai | 350 |
| 2016 | Mr.Prasanna Choudhari | One day workshop on Revised syllabus | University of Mumbai | 500 |
| 2017 | Dr. Ashwat Desai | National Conference on Academic and Administrative Audit on 13th and 14th January 2017 | K.J. Somaya College , Mumbai | 2000 |
| 2017 | Prof. CA Ameya Tanawade | National Conference on Academic and Administrative Audit on 13th and 14th January 2017 | K.J. Somaya College , Mumbai | 2000 |
| | | View File | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|------|------|------|------|------|------|
| 2017 | A workshop was organised jointly with Maharashtra State Commission for women to create awareness among the students on UGC reg | A workshop was organised jointly with Maharashtra State Commission for women to create awareness among the students on UGC reg | 27/02/2017 | 27/02/2017 | 54 | 8 |

| | |
|---|---|
| ulation, 2015 (sexual harassment of women employees and students). Dr. Anjali Kanitkar (Director of Social Audit, Mantralaya | ulation, 2015 (sexual harassment of women employees and students). Dr. Anjali Kanitkar (Director of Social Audit, Mantralaya |

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| Orientation Programme organised by RUSA at University of Mumbai | 1 | 05/01/2017 | 02/02/2017 | 29 |

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 12 | 0 | 2 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| Well equipped, air-conditioned staff room is provided, Canteen facility at concessional rates, Pantry facility in Staff Room, Banking facility in the campus. | The college has helped the children of Non teaching staff in getting admission in our College. Further the college has also waived fees of their children. College uniform is provided, Canteen facility at concessional rates, Pantry facility, Banking facility in the campus. | Student welfare Fund, Student Aid Fund, IRB Endowment Fund, BKT Endowment freeship fund JBB Endowment Scholarship |

## 6.4 – Financial Management and Resource Mobilization

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

As 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 and a statutory auditor who is jointly approved by the Governing Body and the University of Mumbai. College has accounts and 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 requirement for running all academic and administrative departments are approved by Governing Council.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| Student welfare Fund, Student Aid Fund, IRB Endowment Fund, BKT Endowment freeship fund JBB Endowment Scholarship | 620300 | Financial Support to economically weak students. |

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6.4.3 – Total corpus fund generated

| 1515060 |
|---|

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
|  | Yes/No | Agency | Yes/No | Authority |
| Academic | No | NA | No | NA |
| Administrative | Yes | ISO | Yes | Outside Professional Firm |

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

The College does not have a Parent-Teacher Association. However, the IQAC actively seeks feedback from the parents of the students studying in the College. The feedback is then analysed to improve the functioning of the College. Further, there is active interaction with parents during the admission and orientation phase..

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

The college has always encouraged the non teaching staff to pursue further studies. To showcase their talents, the staff members are encouraged to participate in events organised by other institutions. 1. The non teaching staff of college organises various activities like Inter-Collegiate Sports Tournament, workshop. 2. It has organised a Satyananarayan Pooja every year since 1994, where students and teachers attend and help. 3. Development programmes on Hierarchy of reporting, how to carry out job responsibilities, how to write official letters, behaviour and etiquette are conducted in house. Experts are invited to speak to staff members. 4. The College encourages non-teaching staff to attend workshops/seminars conducted by various colleges / University.

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

- Research extension activities have improved significantly • Library

facilities have been improved by introducing e-resources to compensate for lack of space • Industrial linkages with MOUs.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
| --- | --- | --- | --- | --- | --- |
| 2016 | Inter-Disciplinary National Conference On "Recent Trend In Digital Empowerment In Emerging Economies | 08/12/2016 | 08/12/2016 | 08/12/2016 | 1 |
| 2016 | NSS Unit organized a Blood Donation Drive | 05/07/2016 | 05/07/2016 | 05/07/2016 | 26 |
| 2016 | NSS Unit participated in the Tree Plantation Drive at the Unit No.10, Aarey Colony, Goregaon(E). | 08/08/2016 | 08/08/2016 | 08/08/2016 | 33 |
| 2016 | NSS conducted cleanliness drive outside Malad station (w) in collaboration with B.M.C. | 27/08/2016 | 27/08/2016 | 27/08/2016 | 32 |
| 2016 | NSS volunteers conducted the' Crowd Control' duties on 7th day of Ganpati | 11/09/2016 | 11/09/2016 | 11/09/2016 | 22 |

| | | | | | |
|---|---|---|---|---|---|
| | Immersion in association with Aarey police station. | | | | |
| 2016 | NSS Special Residential camp of 7 days was conducted at Aastha trust, karvale village, Saphale road, Palghar-401404 under the theme of Health Cleanliness for villagers. | 21/10/2016 | 21/10/2016 | 27/10/2016 | 30 |
| 2016 | NSS Volunteers Conducted an HIV AIDS AWARENESS RALLY from college Premises till Malad station on 1st December 2016 also performed a street play on HIV AIDS Prevention besides the Malad Station on | 03/12/2016 | 03/12/2016 | 03/12/2016 | 45 |
| 2016 | DLLE organised Poster Making Slogan Writing Competition Theme of the Competition was related to Women Issues. The topics of the competition | 04/08/2016 | 04/08/2016 | 04/08/2016 | 39 |

| 2016 | Members of DLLE visited an Orphanage house named Sneha Sagar, Kandivali (W). The Objective of the visit was to create social awareness among the students and to celebrate 'Friendship Day with members of orphanage house..Children of the Orphanage enjo | 06/08/2016 | 06/08/2016 | 06/08/2016 | 40 |
| 2016 | DLLE organised Essay Writing Competition. Theme of the Competition was related to Women Issues. | 26/08/2016 | 26/08/2016 | 26/08/2016 | 60 |

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
| --- | --- | --- | --- | --- |
| | | | Female | Male |
| Guest Lecture was organized on Woman | 06/10/2016 | 06/10/2016 | 31 | 19 |

| Empowerment, their rights, and concern legal laws in India. | | | | |
|---|---|---|---|---|

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

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| • **Green initiative (Tree Plantation Drive ) conducted by NSS unit of the institute at Punarvaas school. • Disposal of canteen eatery food waste. • Disaster management Workshop attended by NSS Unit.** |

## 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| **Physical facilities** | **Yes** | **0** |
| **Provision for lift** | **Yes** | **0** |
| **Ramp/Rails** | **Yes** | **0** |
| **Braille Software/facilities** | **No** | **0** |
| **Rest Rooms** | **No** | **0** |
| **Scribes for examination** | **Yes** | **0** |
| **Special skill development for differently abled students** | **No** | **0** |
| **Any other similar facility** | **No** | **0** |

## 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| **2016** | **0** | **1** | **08/10/2016** | **1** | **Tree Plantation drive** | **Green Initiative** | **20** |
| **2016** | **0** | **1** | **05/07/2016** | **1** | **Blood Donation camp** | **Public Health** | **29** |
| **2016** | **0** | **1** | **11/09/2016** | **1** | **Crowd Control duties on Ganapati immersion** | **Safety Awareness** | **22** |
| **2016** | **0** | **1** | **29/07/2016** | **1** | **Diabetes Mela** | **Public Health** | **39** |
| **2017** | **0** | **1** | **22/01/2017** | **1** | **Participation in** | **Safety Awareness** | **42** |

| 2016 | 0 | 1 | 21/10/2016 | 7 | Special Residential Camp of NSS Unit | Health and Cleanliness | 30 |
|-------|---|---|------------|---|------------------------|-------------------------|-----|
| 2016 | 0 | 1 | 06/08/2016 | 1 | Celebration of friendship Day In orphanage with Children's | Orphanage Visit | 40 |

[View File](#)

## 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|-------|---------------------|--------------------------|
| Code of Conduct and College Regulations for Students | 10/06/2016 | Code of conduct and college regulations for students is mentioned in the college prospectus and also displayed on the college website. Disciplinary Action is taken against the students if they do not follow the college regulations and code of conduct |
| Code of Professional Ethics for Teachers | 10/06/2016 | The Institution ensures that the code of professional ethics specified under Rule No. 17 under UGC Regulations 2010 is followed strictly by the teachers. |

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|----------|---------------|-------------|------------------------|
| Celebration of Independence Day | 15/08/2016 | 15/08/2016 | 192 |
| Teachers Day Celebration (On Day of Birth Anniversary of Sarvapali Radhakrishnan) | 17/09/2016 | 17/09/2016 | 210 |
| Rally on AIDS Prevention | 01/12/2016 | 01/12/2016 | 84 |
| Women's Day Celebration | 08/03/2017 | 08/03/2017 | 32 |
| Visit to Old Age | 14/02/2017 | 14/02/2017 | 15 |

| | | | |
|---|---|---|---|
| Home at St. Joseph's Convent, Assisi Bhavan, Goregaon (East) | | | |
| Crowd control activity on Ganapati immersion | 11/09/2016 | 11/09/2016 | 22 |
| Rally on International Disabled Day | 03/12/2016 | 03/12/2016 | 20 |
| Blood Donation Drive | 05/07/2016 | 05/07/2016 | 29 |
| Celebration of Friendship Day with Orphanage Children | 06/08/2016 | 06/08/2016 | 42 |
| [View File](#) | | | |

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

The College has increased its efforts from last year to save electricity by creating awareness about judicious use of lights and fans and has entered into AMCs so that air conditioners work efficiently. • Save Birds Project • Plastic Free Campus. • Tree plantation Drive. • Energy Saving Project. • Save Electricity Initiative

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Practice-I Title: Enhancing job skills and creating employment opportunities for our students. The objectives and the context As a commerce college offering traditional courses like BCom as well as courses like BCom in Management studies (B.M.S.), Financial Markets (BFM), Accountancy and Finance (B.A.F.), Banking and Insurance (B.B.I.), I.T. (BSc.IT.), we felt that there was an urgent need to equip our students not only with academic knowledge but also the job skills needed to make them more employable and increase their chances of finding better jobs and careers for themselves. The challenge involved was to bring to the campus and to the students, opportunities to interact with and be exposed to the vast world of career opportunities available to them, since students are largely unaware of them. The other challenge was to provide students with training in various skills which would groom them and enhance their employability in the job market. The practice This practice was implemented in a 4-pronged manner (1) By organizing workshops and seminars by different firms and organizations to help students plan their careers. (2) conducting campus interview. (3) Visit to job-fairs outside the campus. (4) constant circulation of job offers from various firms to students. What we achieved Nine different workshops and seminars were organised with the following firms (1) Mahesh Tutorials CPLC for TYBSc.IT and BMS students (2) Visara Technology Services LLP for SY BCOM Students (3) National institute of Securities Market for BCom and Self Finance students (4) Reliance Education for T.Y.BSc IT (5) Reliance Education on MBA courses for all TY Students (6) Infosavvy Talent Management solutions for all TY Students (7) Ramdhar Maheshwari counselling centre for TY Students (8) Pearl Academy for TY Students (9) Eternia Image Management on start ups for TY Students Campus interviews were conducted when various organisations visited the college. The nine firms were (1) Capital First Limited (2) Bombay Stock Exchange (BSE) Institute Limited (3) Visara Technology Services LLP (4) Indiabulls (5) Ace Technology (6) Barclays Bank (7) ICICI Prudential Life Insurance Company Limited (8)

Acquest (9) Angel Broking Limited Visit to job fair were undertaken to various places like the NHRD (National Human Resource Development), Career Fair at Worli Nehru Centre, the Drishant Job Fair and Khandwala College Job Fair. Job opportunities received from various firms were constantly communicated to students through notices and emails. The companies were: Siemens Limited, Catking, Quantum Global Securities Limited, Real HR limited, HDB Financial Services, Kotak Life Insurance, Facts Today News, Harjai Computers, DC India, Human Capitalist, R.K. Puri Associates. As a beginning made to give maximum possible exposure and employment opportunities to our students, The Career Guidance and Placement Committee made a great start and in the process, motivated themselves with the desire to do even better in the coming years. Practice-II Title: Introduction of Rotaract Club of Ghanshyamdas Saraf College The objectives and the context The importance of inculcating social awareness and sensitizing students on their own social responsibilities cannot be over estimated. These values are critical in the making of enlightened citizens. However, it is an undeniable fact that these values can only be instilled by participative action and not theoretical discourse. With this in mind the college established the Rotaract Club Cell, so that students could become direct participants in the exercise of social change. The practice In it's very first year of launching, the Rotaract Club of Saraf College conducted 30 different activities. They included the following: Trekking to Matheran, Blood Donation Camp, Seminar on Anemia prevention and cure, Celebration of Friendship Day, Patriotism Event, Tree Plantation, Cleanliness Drive at railway station, Seminar on Travel and Tourism, Save Birds Campaign, Silent Rally against Noise Pollution, Matrimonial meet for disabled people, Marathons for the Army, Lake Cleaning Drive at Powai, Health Survey, Free Diabetes Check Up Camp, Cashless India Programme, Edu-Green Instill Program, Work with Specially abled Children, Womens Day Celebration and others. What we have achieved The college expanded its base of extension activities by adding Rotaract Club to its list of other units like NSS, DLEE, NCC etc. Thereby giving more students the opportunity to participate in social activities. Besides, being part of a Rotaract, enhanced the organisational skills of member students, increase their exposure to issues of social and national importance and build their own leadership qualities. The whole exercise brings in self transformation and enhances the all round personality development of students.

| Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link |
| :---: |
| https://www.rset.edu.in/gscc/best-practices/ |

## 7.3 – Institutional Distinctiveness

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

Ghanshyamdas Saraf College has always strived to provide Value-based Education to its students. Our distinctiveness is the Holistic and Integrated approach we bring to all our programmes and activities. On one hand, the college offers a vast choice of academic programmes to enable students to choose the course most suited to their particular taste and abilities – whether it be the B.Com course, or BMS, BAF, BBI, BMM, BFM or BSc IT at UG level or MCom Advanced Accountancy and M.Com Business Management at the PG level. Besides these, the college policy has been to marry Job Skills with Life Skills, to achieve the objective of nurturing and developing students who are academically sound, equipped with practical training in their field to make them employable and successful in their careers, and also who are conscious of their social responsibilities. Such students will not only build themselves a secure foundation in their careers but also contribute in a significant way to social and national development. The Job Skills enhancement is done by seminars and

workshops with experts who teach students interview techniques, group discussion skills, résumé? writing and grooming and communication skills. Campus interviews are conducted by eminent firms Job fairs are visited and this brings in placements and jobs. The Placements and Career Guidance Cell of the college plays a major role in this aspect. Life Skills enhancement is emphasized in every activity and every programme organized in the campus or outside. The various committees like the Students' Council, Cultural Committee, Sports Committee, Women's Development Cell are actively engaged throughout the year in activities like sports contests, sports training, performing arts competitions, teacher-students interactions, talks by experts on gender sensitization etc. Besides, we have an NCC Girls' unit which has our cadets winning laurels at the state and national level. Our NSS unit volunteers and our DLEE (Dept. of Life Long Education and Extension) unit are steadily growing in numbers. Not content, we decided to install a unit of the Rotaract Club in the college beginning this year, with the aim of bringing maximum students' participation in community and social outreach activities. Our experience has been immensely rewarding. Not withstanding the demands on their time and energy our students' response to these varied activities has been whole-hearted and very positive. It has resulted in students communicating better, developing self-confidence, taking responsibility, learning team-work, developing organizational and managerial skills, and above all developing sensitivity towards their society and to people in general. Saraf College students should strive to develop wholesome qualities of the head and heart and we believe that this is not only an important objective for us it is also what makes our college what it is.

| Provide the weblink of the institution |
|---|
| https://www.rset.edu.in/gscc/institutional-distinctiveness/ |

## 8.Future Plans of Actions for Next Academic Year

In the coming academic year, the college plans to increase our efforts for the career guidance and placements of our students. We intend to have more tie ups and collaborations with well established companies who can provide students with internships and placements. We also plan to create more opportunities for students to enroll for add-on courses in order to develop their professional skills. The objective is to increase their employability in the job market. We also want to extend these opportunities to more students and to all the courses, trying to give all of them something useful, which can boost their chances in the world outside. Among our plans is to make further progress in our Faculty development, whether it be in Research or in curriculum development or presenting research papers etc. We also plan to make efforts to establish our own Research Cell, since we have faculty members who are recognized as Ph.D guides by the University of Mumbai. As far as students development is concerned, we shall continue to provide them with maximum scope for participation in sports, social outreach activities, and talent contests. Issues of topical importance like Gender sensitization and Environment conservation will be a priority. Infrastructure development will continue in a phased manner, improving working conditions and facilities.