



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GHANSHYAMDAS SARAF COLLEGE OF ARTS AND COMMERCE

**GHANSHYAMDAS SARAF COLLEGE OF ARTS AND COMMERCE , RSET
CAMPUS , S.V. ROAD, MALAD (WEST)**

400064

www.sarafcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The **Rajasthani Sammelan Education Trust (RSET)** was established in **1948** in Malad, Mumbai, with a commitment to providing quality education to all, regardless of socio-economic background. Over **72 years**, it has grown into a major educational institution with **16,000+ students** enrolled across various programs. Founded in **1983**, **Ghanshyamdas Saraf College of Arts & Commerce** started as a small commerce college with **220 students** and has now expanded to **4,198 students**, offering **10 academic programs**, including undergraduate and postgraduate courses, along with a Research Cell. The college operates in a **six-story building** and provides **hostel facilities** for both boys and girls. Recognized for its value-based education and academic excellence, the college has earned a strong reputation as one of **Mumbai's leading commerce colleges**. Accredited with an **'A' grade by NAAC in 2004**, the college was re-accredited in **2013 with A Grade CGPA of 3.23** and in 2022 with **B + Grade CGPA of 2.64** consistently implementing NAAC recommendations to ensure continuous improvement.

Vision

Vision: *To provide quality education with a continuous pursuit of excellence, human enrichment, and development.*

Mission

Mission: *To empower students with value-based education and skill development, enabling them to become proactive contributors to social transformation and nation-building.*

Core Values

- **Student-Centric Philosophy** – Focus on student success and personal growth.
- **Academic Excellence** – Commitment to high educational standards.
- **Innovative Pedagogy** – Enhancing teaching-learning methods for optimal outcomes.
- **Continuous Improvement** – Regular evaluation of policies and infrastructure.
- **Strong Work Ethic** – Emphasizing honesty, teamwork, and accountability.
- **Social Responsibility** – Encouraging inclusivity, diversity, and civic engagement.
- **Accountability** – Personal and professional growth for all stakeholders

Institutional Commitments

- **Investing in skilled professionals and infrastructure**
- **Promoting research, innovation, and career development**
- **Building a strong institutional culture and sense of belonging**
- **Setting higher academic and operational benchmarks**

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Visionary Management:** The College's leadership drives academic excellence, innovation, and holistic student development.
- **Implementation of NEP 2020:** Both undergraduate and postgraduate programs align with the National Education Policy 2020.
- **Excellent Teaching-Learning Environment:** A healthy work culture and dedicated faculty foster strong student-teacher relationships.
- **Consistently High Academic Results:** Over **90%+ academic results**, consistently exceeding university averages.
- **Robust Teaching-Learning Methodologies:** ICT-enabled classrooms, innovative pedagogy, and a strong placement cell.
- **Social Outreach:** Active community engagement through extension activities.
- **Co-Curricular and Extra-Curricular Activities:** A vibrant campus life with numerous opportunities for student participation.
- **Quality Initiatives:** The Internal Quality Assurance Cell (IQAC) ensures continuous improvement.
- **Collaborations:** **24 MOUs** with reputed institutions for internships, training, and research.
- **Research Culture:** Active research initiatives, financial support for faculty research, and a dedicated Research Cell.
- **Transparent Governance:** Dynamic leadership and award-winning extension activities.

Institutional Weakness

- **Space Constraints:** The College's location in a prime Mumbai suburb limits campus expansion.
- **Staff Recruitment:** The government has not granted permission to recruit teaching staff for the past five years.
- **Limited Government Aid:** No financial support for non-salary expenditures.

Institutional Opportunity

- **Research Cell Strengthening:** Enhancing research output and industry collaborations.
- **Alumni Network:** Formalizing alumni networks for mentorship and career guidance.
- **Online Education:** Leveraging IT systems to optimize online learning platforms.
- **Outcome-Based Education:** Implementing outcome-based education policies.
- **E-Governance:** Streamlining examination processes through e-governance.

Institutional Challenge

- **Academic Autonomy:** Implementing academic autonomy while maintaining quality standards.
- **Diverse Student Body:** Managing a diverse student population and promoting inclusivity.
- **Space Limitations:** Limited space for expansion restricts the addition of new programs.
- **Student Engagement:** Ensuring sustained student motivation and engagement throughout their academic journey.

With a strong foundation in **academic excellence, value-based education, and progressive policies**, Ghanshyamdas Saraf College of Arts & Commerce is committed to **continuous growth and innovation**, ensuring its students are well-prepared for the future.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Ghanshyamdas Saraf College of Arts & Commerce, affiliated with the University of Mumbai, ensures effective curriculum planning and implementation through a well-structured academic framework.

- **Academic Programs:** The College offers **10 Academic Programmes** at the undergraduate, postgraduate and doctoral levels. All programs are offered under the Choice Based Credit System (CBCS).
- **Academic /Curriculum Planning:** The Internal Quality Assurance Cell (IQAC) prepares an **Academic Calendar**, aligning with university guidelines and incorporating inputs from all departments and committees. Curriculum planning includes **structured teaching plans**, institutional timetables, and continuous assessments, ensuring a systematic learning experience.
- **Cross-Cutting Issues:** : In these five years total **127 Courses** addressed **Cross Cutting Issues** out of which 18 Courses address gender issues, 52 professional ethics, 36 human values, 21 environment & sustainability.
- **Skill Development:** In 2023-2024 the college offered **4 Certificate, 5 add-on, 43 online Courses on SWAYAM / MOOC portal** beyond the university curriculum, enhancing students' skill development to enhance the skills of 3200+ learners. The college strives for academic flexibility, offering a range of online courses (MOOCs, SWAYAM, and NPTEL) to foster industry-relevant competencies. Through structured governance, modern teaching strategies, and student-centric initiatives, the institution ensures a progressive and inclusive learning environment.
- **Experiential Learning:** The College encourages experiential learning through internships, project work, and industrial visits, in 2023-2024, **2866 students, 58.56 %** of students participating in such activities. Internships, field visits, industrial visits, engagement with the community is an integral component.
- **Feedback Mechanism:** 360-degree structured feedback on curricular, extra and co-curricular aspects is taken from all the stakeholders by the feedback committee and analyzed by the IQAC for continuous improvement.
- **Mentoring System:** A mentoring system supports students through adaptive teaching methodologies, remedial lectures, revision classes, and mock tests. Faculty members utilize ICT tools, digital resources, and experiential learning to enrich the teaching process. Additionally, the Examination Department conducts formative and summative assessments efficiently while ensuring a grievance redressal mechanism for evaluation-related concerns.

Teaching-learning and Evaluation

The College ensures a structured and dynamic approach to teaching, learning, and evaluation.

- **Minority Status:** A **Hindi Linguistic Minority College** with 50% of the seats earmarked.
- **Enrollment:** Enrollment across five years of 94.69 %, with 80.11% reserved category seats filled

against sanctioned seats.

- **Student-Centric Learning:** The College promotes student-centric learning, encouraging participation in internships, industrial visits, and field studies from which students gain practical exposure beyond traditional coursework. ICT-enabled teaching includes Google Classrooms, digital libraries, and smart classrooms, enhancing interactive learning experiences.
- **Faculty Excellence:** The College offers 02 post graduate and 06 undergraduate and 02 Ph.D. Program. The college has with **57 full-time faculty members**, of whom **29 hold Ph.D. or NET/SET certifications**.
- **Slow Learners and Advanced Learners:** College Identifies learning **levels of the students** and offers tailored academic support for slow learners, ensuring their growth and success. Advanced learners are motivated to explore their potential and enhance their skills through engagement in conferences, entrepreneurial ventures, and cultural events. With a focus on problem-solving and experiential learning, the institution encourages upward mobility for all students. Its holistic approach fosters personal fulfillment and empowers every learner to thrive.
- **Mentorship:** The Mentor-Mentee program effectively addresses student concerns while offering guidance on career development and academic progression. Additionally, an in-house counseling Centre ensures the mental well-being of students through dedicated support.
- The academic calendar and systematic teaching plans, and Academic Diary that guide the effective transaction of curriculum.
- **Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs)** are defined and evaluated with Direct Attainment and non-Academic/ Indirect Attainment.
- **Evaluation Process:** Evaluation follows a transparent assessment system, adhering to University of Mumbai guidelines. Internal assessments, projects, and peer evaluations ensure continuous academic monitoring. **In Last Five Years Average of 90.87 % of students passed** for the batch completing their degree across undergraduate and postgraduate programs.
- **A Student Satisfaction Survey (SSS) helps** evaluate teaching effectiveness and improve academic processes.

Through structured governance, innovative pedagogy, and advanced technology integration, the college fosters academic excellence, research, and holistic student development, ensuring graduates are well-prepared for professional success.

Research, Innovations and Extension

The institution has demonstrated a strong commitment to research, innovation, and social impact through structured initiatives and collaborations. While research grants remain an area for improvement, the increase in research output, patents, and industry linkages highlights the institution's progressive approach to fostering a research-driven culture.

- **Research Centre:** The College has two research centers, with 04 qualified Ph.D. guides and 08 learners registered.
- **Research and IPR Cell:** The College has a dedicated Research Cell which monitors all Research activities for faculty as well as Students. **IPR Cell established in 2021**, organizing six invited talks and one seminar. **43 workshops, seminars and webinars have been conducted on Research Methodology /IPR/ Entrepreneurship.** A well-defined **Research and IPR policy** ensures that research activities are conducted following ethical guidelines. The College provides support in terms of financial and duty leave to the faculty members to encourage research culture. Dedicated committee

guides learners' participation in the Avishkar- University Research Convention.

- **Research Output: One Minor Research Project** was completed. **136+ Research Publication** in ISSN /UGC care listed Journal, **105+ Books / chapters** with ISBN and **4 Patents** were published in the last 5 Years.
- **E- Content:** Faculty-created **E-content and pre-recorded lectures** are available on **Kunjbihari S. Goyal Online Academy (GOLD)**.
- **Community Engagement:** The NSS, NCC, and DLLE units organize community-based initiatives like blood donation camps, tree plantations, and social awareness drives. **85 + extension activities and outreach programs** have been organized by the college NSS, NCC, DLLE, Rotract club, Green initiatives and other departments to instill social commitment and nurture universal values. **11 + Awards and recognition** were received by Students and **8 + Awards and recognition** were received by teachers for their Extension Activities.
- **Collaboration:** **24+ functional MOUs** established in five years with **institutions and industries for internships, training, and research collaboration**. Active industry partnerships support **on-the-job training, faculty exchange programs, and research projects**.

Infrastructure and Learning Resources

The institution's robust facilities, modern technology and stringent maintenance policies create the ideal environment for the progress of the learner. The college provides infrastructure to support learning, research, and holistic student development. The highlights are:

Physical Facilities:

1. **Security & Accessibility:** 91 CCTV cameras, elevators, ramps for differently-abled individuals.
2. **Classrooms:** 33 classrooms support UG and PG courses. All Classrooms are equipped with projectors, audio & LAN.
3. **Administrative Support :**
 - The Principal's office has facilities, including air-conditioning, Wi-Fi, LED TV for CCTV monitoring, and more.
 - Separate cabins for the Vice Principals ensure effective academic supervision and administrative functions.
 - Administrative office is equipped with 15 computers and 8 printers and an intercom facility.
 - The Staff room is fitted with 11 LAN - Connected Computers, two printers and internet access.
 - The campus has dedicated spaces like an **IQAC room, Examination room, Learning Center (Mini-conference room), Gymkhana, NSS Room, NCC Room and Cultural room**.
 - **Seminar Hall & Auditorium:** **Durgadevi Saraf Auditorium** (fully air-conditioned) with area of **435.34 sq. meter** for academic event and Co -Curricular events

Other Physical Facilities:

- **Green spaces and purified drinking water stations** ensure an eco-friendly campus.
- Boys and Girls Hostel, Medical Centre, Counselling Centre
- Play Ground
- Separate Girls and Boys washrooms on Each Floor.
- **Common Rooms** for Boys and Girls

Library:

A well-equipped, air-conditioned library spread over 158.93 square meters. The library offers open-access reading areas, internet stations, research spaces for faculty, and access to over 6,000 e-journals, 199,500 e-books via N-List, and 600,000 e-books through NDL. It also has 14 internet-enabled computers, a scanner, a printer, three barcode readers, and an INFLIBNET subscription.

IT Infrastructure:

- The College campus is fully Wi-Fi enabled with 100 MBPS Internet Speed.
- Two Computer Lab with 177 computers for learners with a student: computer ratio of 24:1.
- There are also 33 projectors, 43 speakers, 2 Smart TVs, and other ICT tools that facilitate advanced teaching methodologies.
- High-capacity printers and a biometric attendance system enhance operational efficiency.

Infrastructure Maintenance:

- A Separate Building Management System (BMS) for Maintaining Infrastructure.
- Annual Maintenance Contracts for Firefighting, Water Coolers, Air Conditioners, Lifts, House Keeping and Security.
- The college spends adequate amounts on infrastructure augmentation and maintenance of physical facilities.

Student Support and Progression

Ghanshyamdas Saraf College of Arts and Commerce is dedicated to being a student-centric institution. The college places a strong emphasis on mentoring and supporting students, with each class having a designated teacher to provide guidance and counseling. Throughout their academic journey, students have access to various services. Additionally, students are encouraged to engage in extracurricular and co-curricular activities, cultural events, and sports to ensure holistic growth and enrichment. The highlights are:

- **Scholarships:** 759 eligible learners benefited from government, non-government and institutional scholarships and free ships.
- **Government /Competitive Exams:** The institute gives special focus on coaching for competitive examinations, career counselling, and soft skill development by signing MOUs. **549+ students have qualified at state / national/ international examinations in the last five years**
- **Placements:** Dedicated Career Guidance and Skill Academy and Placement Cell, has assisted in **959 placements** over the last five years. The team also conducts soft skills add-on courses, pre placement talk and placement training for learners across all programs.
- **Progression to Higher education:** **2086 Students progressed** to higher education.
- **Capacity Building Programmes:** The College has organised more than **125+ capacity building and skill enhancement activities**. Awareness of trends and technology, Physical fitness, yoga, meditation, health and hygiene are stressed upon in the last five Years. A separate Counselling Centre named as “Ramdhar Maheshwari Counselling Centre” for Career counselling of the students.
- **Grievance Redressal:** The institution implements a holistic approach to handling student grievances. These grievances are addressed promptly and effectively through designated committees, ensuring a fair and efficient resolution process. **The student grievance redressal Cell** conducts timely meetings to

resolve grievances, including those of sexual harassment and ragging. **Women's Development Cell** works for promotion of awareness and prevention.

- **Cultural and Sports Activities:** 150+ Cultural and Sports event conducted during the last five years. **50 Awards/Medals have been achieved** in the cultural and sports areas at national/ state/ intercollegiate level.
- **Alumni Engagement:** Alumni Association has been registered in 2023. Alumni association of the college actively contribute to the institution's growth.

Governance, Leadership and Management

Institutional Governance and Leadership and Institutional Perspective Plan:

The Vision, Mission, and Motto of the college serve as a guiding framework, ensuring the institution functions smoothly while enhancing the quality of education it provides. The principles of decentralization, transparency, and participative management underpin its decision-making processes, fostering a culture that values freedom of expression and encourages all stakeholders to actively engage and contribute innovative ideas. The college boasts a well-defined organizational structure with clear hierarchical relationships of authority and responsibility. Acknowledging the significance of technology in modern education, the institution has adopted various e-governance services. These tools significantly enhance operational efficiency, streamline processes, and improve communication. This integration of technology reflects the institution's commitment to staying aligned with contemporary trends and maintaining a forward-thinking approach to educational management. All processes of governance are regulated through ERP.

Faculty Empowerment Strategies:

Professional growth and development is enhanced through conferences and workshops. In the last five years, International, National Conferences, Faculty development programmes, Workshop on Research Methodology and many Sessions and webinars are organised by the college. **Empowerment strategies for teachers and staff** include training in orientation/FDP sessions, financial Assistance for Research, encouragement to the non-teaching staff for higher studies & skill development. Health check-ups and vaccination drives are regularly organised by the IQAC and NSS, Rotract Club.

Financial Management and Resource Mobilization:

The college Complies with both internal and external audits. The external Audit is done by Firm Shankarlal Jain and associates. To ensure effective financial management, we establish a financial policy annually. The institution upholds complete transparency in its financial operations, with all related documentation meticulously maintained and promptly updated.

Internal Quality Assurance System:

The IQAC works for the improvement of curriculum delivery, andragogy, research, and infrastructure. Feedback, AQAR processes, NIRF data, facilitation of the academic and administrative audit, green audit & environment audit. Energy audits, Conferences, FDPs and workshops are conducted. Documentation for CAS, formulating policy and SOPS for smooth functioning of all activities in the institution.

In addition to this, IQAC has also done collaborative activity with Homi Bhabha University, Middlesex

University Dubai, FINPLAN, etc. to enhance research and for the betterment of our students.

Institutional Values and Best Practices

Gender Equality Programmes: : Ghanshyamdas Saraf College of Arts and Commerce has implemented a series of impactful measures over the past five years aimed at promoting gender equality. Recognizing the importance of creating a safe, inclusive, and equitable environment for all genders. Our institution has regularly organized gender sensitization workshops, seminars, and awareness programs for both students and staff, A talk on 'Gender Equity and Gender Sensitisation', Session on Personality Development and Menstrual Hygiene for Girls, Session on 'Sexual Harassment' for Girls and Boys and many more. Women Development Cell and other departments organized 22 awareness workshops/sessions in the last five years.

Safety Measures for Girls Students: 24-hour CCTV surveillance, Visitor's log, female security guard, on-campus doctor and female learners are accompanied by lady teachers during the visits organized outside the college. **Sanitary napkin vending Machine** is installed in every Girls Washroom.

Counseling Centre: A dedicated Counselling center helps learners cope with stress.

Student and Staff Grievance Redressal Committee, Anti-ragging Committee are actively operational, as per UGC guidelines.

Alternate sources of energy – Solar energy panels with wheeling to the grid, sensor-based energy conservation, LED bulbs, power efficient equipment have been installed.

Waste management mechanisms with municipal connections include solid and water management procedures, water recycling, drives for e-waste management. E Waste Collection Box is installed in college.

Green Campus initiatives: The College actively promotes green campus initiatives through eco-friendly practices and educational programs focused on sustainability. These efforts include the implementation of a rainwater harvesting system, the use of non-plastic materials in the canteen whenever possible, and the installation of a Bottle Crusher Machine in the canteen to dispose of the plastic. Additionally, the digitization of college data has significantly reduced paper consumption.

Non-discriminative policy towards learners with a disability: The differently abled are granted admissions with facilities. The campus is equipped with ramps, lift, wheelchair facilities, signages and assistive technologies and mechanisms like screen-reading software, readers, scribes, etc.

The inclusive framework fosters tolerance and harmony across cultural, regional, linguistic, communal, socio-economic, and other diversities.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GHANSHYAMDAS SARAF COLLEGE OF ARTS AND COMMERCE
Address	Ghanshyamdas Saraf College of Arts and Commerce , RSET Campus , S.V. Road, Malad (West)
City	Mumbai
State	Maharashtra
Pin	400064
Website	www.sarafcollege.org

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Linguistic Minority Status organized compressed.pdf
If Yes, Specify minority status	
Religious	
Linguistic	Hindi Linguistic
Any Other	

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	07-06-1995	View Document
12B of UGC	21-11-2002	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ghanshyamdas Saraf College of Arts and Commerce , RSET Campus , S.V. Road, Malad (West)	Urban	1.94	7853.69

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce,	36	HSC	English	890	880
UG	BSc,Commerce,Information Technology	36	HSC	English	72	72
UG	BCom,Commerce,Banking and Insurance	36	HSC	English	144	137
UG	BCom,Commerce,Financial Markets	36	HSC	English	72	72
UG	BCom,Commerce,Management Studies	36	HSC	English	144	135
UG	BCom,Commerce,Accounting and Finance	36	HSC	English	144	139
PG	MCom,Commerce,Business Management	24	Graduation	English	80	18
PG	MCom,Commerce,Advanced Accountancy	24	Graduation	English	140	84
Doctoral (Ph.D)	PhD or DPhil ,Commerce, Commerce	36	Post Graduation	English	8	5
Doctoral (Ph.D)	PhD or DPhil ,Arts,Economics	36	Post Graduation	English	5	2

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				1				17			
Recruited	1	0	0	1	0	1	0	1	2	2	0	4
Yet to Recruit	0				0				13			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				50			
Recruited	0	0	0	0	0	0	0	0	12	37	0	49
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				17
Recruited	6	0	0	6
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				17
Recruited	10	7	0	17
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	1	0	1	2	0	5
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	6	0	8
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	10	31	0	41
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	3	12	0	15

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1872	36	2	0	1910
	Female	2085	17	2	0	2104
	Others	0	0	0	0	0
PG	Male	56	0	0	0	56
	Female	126	0	0	0	126
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	6	0	0	0	6
	Female	1	0	0	0	1
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	7	14	13	10
	Female	10	20	15	16
	Others	0	0	0	0
ST	Male	2	1	0	2
	Female	1	0	1	0
	Others	0	0	0	0
OBC	Male	41	42	37	39
	Female	35	52	45	44
	Others	0	0	0	0
General	Male	257	291	301	376
	Female	306	283	374	424
	Others	0	0	0	0
Others	Male	384	395	392	405
	Female	450	442	523	486
	Others	0	0	0	0
Total		1493	1540	1701	1802

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>College has implemented NEP 2020 in UG as well as PG programs. The National Education Policy (NEP) 2020 emphasizes a multidisciplinary approach in higher education, aiming to break rigid boundaries between academic disciplines and promote holistic learning. This approach ensures that students gain diverse knowledge, skills, and perspectives that prepare them for real-world challenges. The college has six undergraduate programs under the Bachelor's Degree, Two program under Master's Degree and two Ph.D Programmes These are multidisciplinary degree programmes that allow students to focus on different subjects. According to the NEP 2020, the college is offering multidisciplinary subjects to its</p>
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	<p>curriculum as per University of Mumbai Guidelines. This will provide students the choice to select the programmes they want from the institution's array of alternatives. All the courses offered by institute are Choice Based Credit System (CBCS). 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 which are offered along with specific core courses and electives. The college offers value based courses through partnerships with TISS, Techno Serve, Financial Experts, SDVTII , IIBF, IIII and others. All programmes are created to give students freedom when selecting electives from other departments' offerings and MOOC's delivered through SWAYAM. The curriculum provides insights for various subjects. Foundation Course emphasized on studies of human rights, environmental concerns and sustainable development. Community service and social responsibility inculcated by NSS, NCC, DLLE and ROTARACT. Departmental activities played a pivotal role in sensitizing students towards environmental, social and health issues. It may be claimed that the institute is actively working to put the NEP guidelines recommendations into practice and it has been successful in implementing NEP in PG from 2023-2024 and in UG from 2024-2025.</p>
2. Academic bank of credits (ABC):	<p>Our college is registered with the National Academic Depository under the UGC. Our students have created academic accounts with Account of University of Mumbai, where their completed course credits will be displayed. The college is registered with the ABC, and in accordance with NEP standards and has ensured the validity of these credits. Students can use their credits to apply directly to any university for admission to the next year of their degree program. The college is following the guidelines established by the University of Mumbai.</p>
3. Skill development:	<p>Our Institute have a dedicated Career Guidance and Skill Academy that actively contributes to the improvement of students' technical, vocational, and soft skills. In various programmes, the Institution already offers the skill courses that the affiliated university has created. Also various certificate</p>

	<p>courses were offered to the students that integrated diverse skill components which include the Campus to Corporate Training Program, Diploma in Banking and Financial Market, Chartered Financial Expert Certification (CFX) Program, Certificate Course in E Taxation, Train, Earn and Learn (TEL) program. Additionally, the college hosted several skill-based sessions, guest lectures, and workshops. It also signed MOUs with institutes and agencies like the Skill Development Vocational Institute of India (SDVTII FinX and Maharashtra State Skill University (MSSU), Indian Institute of Banking and Finance (IIBF), Insurance Institute of India (III) to further enhance students' skills. The curriculum incorporated skill development through project work, industrial visits, fieldwork, internships, and hands-on learning experiences. Since the COVID (2019) various Departments of the institutions have also started offering add on Courses to the students in addition to their curriculum. College is also a register as Local Chapter for SWAYAM Courses. Students are asked to register for different SWAYAM Online Courses by the Mentors.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>To promote Indian Languages, Marathi, Hindi and Gujarati Literary associations encourage the importance of Indian languages with celebration of Hindi Diwas, Marathi Rajbhasha Din, Gujarati Language Day. In addition, workshop on Gujarati and Marathi Learning are conducted for students. Events like Gurupournima celebration, Raas Garba Satyanarayan Puja bring out the essence of Indian culture. Students are given an opportunity through credit courses to complete Yoga Course conducted by Ambika Yog Kutir. The college plans to continue these activities for integration of Indian culture and ancient Indian Knowledge to create an atmosphere of cultural immersion and foster a deep appreciation for Indian traditions among the students.</p>
5. Focus on Outcome based education (OBE):	<p>In an orientation Programme for First Year, students and their parents are oriented about Outcome-Based Education. The COs and POs are communicated to students and explained what is expected of them at the end of the semester or the academic year. Faculty members also attended workshop on mapping of the COs, POs and PSOs. Students are provided with opportunities to apply theoretical knowledge to real-world scenarios through events, activities, case</p>

	studies,
6. Distance education/online education:	<p>The adoption of blended learning proved to be effective for students. Every department conducted online Revision Lecture followed by Mock Test. QUIZ, presentation, VIVA were conducted online. Students have the facility in the Library of e-learning and students have been oriented towards MOOCs. Students were registered for SWAYAM Courses. Career Guidance and Skill Academy conducted many online Sessions and some online Certificate programmes. The faculty members explored and made use of innovative and digital teaching tools to foster online education. The faculty members created E Content for students. During COVID 19 Pandemic Situation college started learning through various online spaces such as applications, Google Classrooms, WhatsApp, Zoom, etc. The entire campus has Wi-Fi connectivity and LCD projectors have been installed in every classroom so that there is no hindrance / hindrance in online learning. Since the pandemic, faculty and students have embraced online learning to take full advantage of flexible, blended learning. Departments use Google Classroom to share learning content with students. Since 2020 various department started offering online short term Add on Courses in addition to their curriculum.</p>

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	<p>Yes, the college has formed Electoral Club (ELC). The College has NSS Advisory Committee Which look after the Electoral literacy in the campus. The nodal officer and members are usually from the NSS unit and the club with a batch of four students headed by one NSS program Officer oversees its activities. The rules and regulations are circulated to the college units by the District Collector, NSS Department of the University and various notifications and circulars issued by the UGC. The College motivates the teachers and the students to participate in Electoral Literacy and Awareness Programs and Activities. It also actively participates in this nation building drive through Election Duties for State and National Elections. There are so many evidences available with the college as regards our staff participating in</p>
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	Elections duty. It also bestows its premises for almost all elections every year.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, The college has established functional Electoral Literacy Clubs (ELCs) by appointing student coordinators and faculty members as co-coordinators. These clubs include students from all three years, spanning the 18-23 age group, ensuring broad representation. The ELCs play a significant role in creating awareness about electoral registration campaigns among students. Volunteers from NSS, NCC, and DLLE are actively encouraged to assist in registering students above 18 years in the electoral list. This highlights the representative and effective operation of the ELCs within the campus.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	A separate desk is allocated to the Committee in the college premises take care for the registration of new voters. From time to time Voter registration camps are held in the college campus , on 15th Feb and 16th Feb 2024, 30 Volunteers of NSS conducted an Awareness Programme and successfully enrolled 204 new voters. Wherein the Committee provides the volunteers who campaign and help the district/ State election administrators in the enrolment. Awareness programs. Same ways on 20th Nov 2024 2 Volunteers from NSS had volunteered the election duty at 163 Goregaon Election Vibhag. In which they helped senior citizen and handicapped voters to cast their vote.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The college conducts surveys among students on campus to assess their electoral registration status and identify any discrepancies in their name, photo, or address proof. Students are guided in rectifying these issues by coordinating with the district election administrators under the supervision of the teaching faculty in charge. Additionally, the college, through its various extension units undertakes significant socially relevant initiatives related to electoral issues. These efforts emphasize their contribution to promoting democratic values and encouraging active participation in electoral processes.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The college has initiated a campaign to assist students in registering themselves in the Electoral Roll in coordination with its various extension committees like NSS, NCC, DLLE and Rotract Club. The college actively works to increase the enrollment

of students above 18 years who have not yet registered as voters. Efforts are also directed towards establishing institutional mechanisms through the ELCs to ensure the seamless registration of all eligible students as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
4286	4717	4984	5012	4894
File Description		Document		
Upload Supporting Document		View Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 94

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
53	53	52	51	53

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
319.87	311.03	317.16	294.10	396.04

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Ghanshyamdas Saraf College of Arts and Commerce is affiliated to University of Mumbai. College ensures that all teaching and learning processes are not only well-planned, executed, and documented but are also regularly reviewed and revised based on feedback from stakeholders. Comprehensive records of both academic and non-academic activities are maintained annually.

Curriculum Delivery Planning:

- The Internal Quality Assurance Cell (IQAC) prepare Academic Calendar incorporating inputs from all departmental heads, as well as the leaders of various associations and cells. The calendar is based on the University of Mumbai's published term arrangements, which serve as a foundation. The academic calendar is shared on the college website, ensuring that all relevant parties are informed. Based on this, the Examination Committee drafts a tentative schedule for all exams across different programs. Each committee, cell, and association plans its activities in alignment with the academic calendar.
- The Syllabi of various Programmes, Programme outcomes, Programme Specific Outcomes, Course Outcomes are communicated to students through Prospectus and through college website.
- Preparation of institutional general timetable, the department timetable, Teaching plans.
- The Examination Department organizes both summative and formative assessments—semester-end exams and Continuous Internal Assessments—according to the University of Mumbai's schedule and published well in advance.
- 175 Add on/ Certificate/ Diploma and value added programs are offered to students in addition to University curriculum.

Mentoring System:

- Adaptive Teaching Methodology as per the requirements of each student.
- Identification of Slow Learner and Advance Learners
- Activities like remedial Lectures, Revision Lectures, and Mock test are conducted.
- Mentoring Sessions are conducted periodically.

Curriculum Delivery Process:

- Academic Diary is provided to all faculty members to record daily lecture report and other academic aspect like teaching plan, Syllabus allocation and completion.
- Induction programmes for first-year students and orientation programmes for parents to give

wider knowledge on curriculum and conduct of internal exams.

- Faculty use ICT tools like Google Classrooms, Google Quiz, Power point presentations.
- E-resources prepared by the faculty, Question Bank, and previous years' University question papers are made available in the digital library.
- Peer teaching, NPTEL and Campus Programme to facilitate advanced learners
- Effective implementation of experiential learning, add on courses, value added courses, internships.
- Feedback regarding the curriculum from the stakeholders is communicated to the college council, Governing Body and University for necessary follow-up action. It is also made available in the college website.

Ensuring Continuous Internal Evaluation (CIE) :

- Regular tests as part of Formative Assessment
- Proper conduct of Internal Exams in each semester.
- Timely evaluation of answer scripts
- Peer assessments are conducted by external moderators who visit the college to evaluate the teaching process.
- Time-bound completion of Seminars, Assignments, Projects, Internships and Industrial Visits.
- Time bound completion of Add on / Value added courses, and distribution of certificates.
- Mentoring and remedial system.
- Activities of Students Council, various cells, clubs and departments, extension activities and outreach programmes ensure continuous development
- The exam-related grievances collected is scrutinised and corrective measures are implemented to institutionalise proper mechanisms for continuous evaluation.

A thorough record is maintained of various faculty-related activities, including extra and non-engaged lectures, invigilation duties, remedial sessions, field trips, mentoring system is followed by the institution and involvement in extracurricular activities and committees. The college ensures strict adherence to the academic calendar for both curriculum delivery and ongoing internal assessments.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 110

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1	View Document
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1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 64.55

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1754	4717	4644	3751	558

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment**1.3.1**

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The cross-cutting issues outlined in the curriculum are integral to shaping responsible, ethical individuals across various disciplines. These issues are broad, covering essential topics such as Professional Ethics, Human Values, Gender Equality, and Environmental Sustainability. Additionally, concerns like poverty alleviation, financial and social inclusion, disaster management, privacy and piracy, good governance, human settlements, and peace and security are crucial. These topics are not confined to specific fields but permeate diverse disciplines such as Commerce, Business Law, Economics, Business Intelligence, Auditing, Media Studies, and Foundation Courses. By addressing these themes, the curriculum aims not only to impart academic knowledge but also to nurture compassionate, ethical, and responsible global citizens.

1. **Professional Ethics:** plays a crucial role in shaping students' understanding of moral principles in the professional domain. It is a component of various courses, including Advertising, Auditing, Business Law, Business Ethics, E-commerce, Crime Reporting, Brand Building, Business Environment, Software Project Management, Media Law, and Digital Media. However, the emphasis on professional ethics varies across courses. It is more prominent in disciplines such as Law, Auditing, Organizational Behavior, and News Media Management, compared to courses like Advertising and Business Communication, where the coverage may be less detailed. This diversity highlights the importance of ethics across multiple industries and the need for ethical decision-making in professional practice.
2. **Human Values:** are universal principles such as liberty, equality, unity, honesty, humility, democracy, and justice. While these values are globally recognized, their application can vary based on cultural and contextual differences. Human values have deep roots in Indian culture, with their exploration in the curriculum focusing on socio-economic issues such as economic disparities, human rights, and the Consumer Protection Act of 1986. By addressing these issues, students are encouraged to understand the moral imperatives that guide human behavior and contribute to a just and equitable society.
3. **Gender Studies:** has evolved over time, starting with a focus on women's studies and gradually expanding to include issues related to gender diversity, race, ethnicity, social class, and the challenges faced by individuals with special needs. In the curriculum, gender studies cover the psychological, behavioral, social, and cultural aspects of gender, emphasizing how roles in society are influenced by gender. Specific courses such as Business Law, Foundation Courses, and Commerce highlight legal provisions for the empowerment of women in business, education, and politics. The curriculum also addresses socio-cultural factors that contribute to gender disparity and outlines measures to reduce these imbalances, promoting gender equality and inclusivity.
4. **Environmental Sustainability:** has become increasingly significant due to global challenges like climate change, biodiversity loss, and environmental degradation. Since the Brundtland Commission's 1987 report, environmental sustainability has gained prominence, underscoring the need to conserve resources for future generations. The curriculum promotes the Four Rs—reduce, reuse, recycle, and recover—as fundamental principles for responsible resource management. Environmental education has been a compulsory subject since a Supreme Court directive in 1991. Courses such as Environmental Studies, Business Environment, and Foundation Courses address various aspects of sustainability, including green computing, eco-friendly manufacturing

practices, and green marketing, which promotes products that are less harmful to the environment.

These cross-cutting issues aim to foster students' development as ethical, empathetic, and responsible individuals.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 66.87

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 2866

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 94.69

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2023-24	2022-23	2021-22	2020-21	2019-20
1497	1545	1705	1806	1791

2.1.1.2 Number of sanctioned seats year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1700	1700	1720	1848	1844

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list as published by the HEI and endorsed by the competent authority	View Document
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 80.11

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2023-24	2022-23	2021-22	2020-21	2019-20
944	974	1032	1007	961

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1185	1185	1198	1287	1284

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 80.87

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The College is committed to empowering students with innovative, student-centric teaching methodologies, combining traditional lectures with experiential, participative, and problem-solving approaches. These methods help develop practical skills, critical thinking, and industry-relevant knowledge, preparing students for future challenges.

Experiential learning:

Experiential learning bridges the gap between theory and practice. College has organised field visits to Bombay high Court, Bombay Stock Exchange, National Stock Exchange, ATLAS and Different Industrial visits to bridge the gap between theory and practice. Similarly Placement cell provides opportunity for Internship. College also motivates students to do Internship based Projects in their final Year. Practical Application like hands on trainings are given in Certificate Courses. Students actively engage in committees such as Sports, Rotaract, NSS, NCC, DLLE, WDC, and Literary Associations, where they develop leadership, interpersonal, and managerial skills through competitions and community service. The college also encourages learning beyond the standard curriculum through Add on / Certificate and SWAYAM.

Participative Learning:

Participative learning fosters collaboration and engagement. Group presentations help develop teamwork and public speaking, while quizzes, puzzles, and debates enhance research, analysis, and communication skills. Students are encouraged to attend conferences and competitions to expand their intellectual perspectives. Departments also organise competition like Group discussion, Power point presentation competition and Poster presentation etc. Literary Associations host guest lectures, competitions, and exhibitions to foster creativity and linguistic development. Entrepreneurship Fair is organised every year to give platform to students to develop their entrepreneurial skills. Workshops on critical thinking and innovation further enhance practical skills. Competitions like Business Plan and sales pitch contests help students sharpen problem-solving, strategic thinking, and communication abilities. Additionally, the college organizes cleanliness drives and orphanage visits to promote responsibility, empathy, and social awareness.

Problem-Solving Method:

Problem-solving methodologies are integrated in the curriculum delivery to develop analytical skills. The case study method presents real-life challenges, requiring students to analyse and propose solutions. Foundation Course, Final Year projects focus on research, data analysis, and presentations. The college also holds case study analysis competitions and PPT contests to hone research and communication skills. Tutorials and remedial lectures assist students with problem-solving, and mock tests conducted during the COVID period helped reduce exam anxiety. Study materials are shared through Google Classroom and WhatsApp groups. Mentoring sessions are conducted periodically to assist the students in solving their problems.

ICT tools:

The college has advanced in ICT-enabled teaching. The Wi-Fi-enabled campus ensures seamless access to digital resources, and faculty members use Google Classrooms and YouTube channels for content

delivery. Classrooms are equipped with projectors, and smart classrooms promote interactive learning. The college provides digital resources to faculty like laptops, desktops, and printers connected to an internal LAN network for efficient sharing.

The library offers over 52,000 books, 50 Journals, and access to 31 lakh E-books and 6,000 E-journals. The BAMMC department has specialized media facilities, ensuring practical training for students. The Gold Academy, e-learning platform supports digital education with online tests, assessments, and e-content. Study materials are accessible on Google Classroom, the college website, and WhatsApp groups, while online quizzes reinforce learning. College events are regularly updated on the website, YouTube, and Facebook.

By integrating innovative teaching methods and advanced technology, the college provides a holistic, skill-oriented learning experience, equipping students for academic and professional success.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 88.51

2.4.1.1 Number of sanctioned posts year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
57	60	59	59	61

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 61.07

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
29	31	34	33	33

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution strictly adheres to the University of Mumbai policies for conducting examinations and evaluating students. The Examination Committee, in coordination with the Internal Quality Assurance Cell (IQAC) and Heads of Departments (HODs), ensures the fair and transparent implementation of assessment processes. These guidelines are detailed in the college prospectus provided at the time of admission.

Internal and External Assessment Mechanism

The college follows University-prescribed assessment structures:

- BCAF, BMS, BCBI, BSc IT, and BFM: 75:25 evaluation (75% external, 25% internal).

- M.Com I (from 2023-24, under NEP): 50:50 evaluation (internal assessment includes quizzes, tests, and assignments).
- M.Com II: Currently follows 60:40, with NEP implementation from next year.

To ensure a smooth examination process, the timetable is prepared in advance and communicated to students. Internal assessments use tests, quizzes, and presentations for a comprehensive evaluation. Students participating in NCC, NSS, Sports, and DLLE are eligible for grace marks, as per University guidelines.

During the pandemic (March 2020 – March 2022), exams were conducted online using a proctored Multiple-Choice Question (MCQ) format. Faculty members supervised these exams to verify student identities and uphold the integrity of the process.

Students unable to attend internal or semester-end exams due to valid reasons (medical emergencies, sports, NSS, NCC, etc.) can apply for Additional Examinations. Those dissatisfied with their external/theory semester-end examination (regular or ATKT) results may apply for revaluation, photocopy, or verification of their answer scripts. Notifications for these procedures are posted on the college website.

Assessment and Moderation:

- Centralized Assessment Program (CAP): Evaluations are conducted within the college premises.
- Moderation: Answer scripts are reviewed by external faculty from affiliated colleges within the University cluster to maintain impartiality.

Grievance Redressal System

The college follows rules and regulation given by UGC and University of Mumbai for Grievance Redressal. All Grievances related to college are handled by college Grievance Redressal Cell. After this all grievance are forwarded to Examination Committee.

- Grievance Redressal Cell: Reviews and resolves student grievances related to attendance, syllabus, and examinations. Notices are circulated. Students are informed about resolutions via circular in the class and whats App groups.
- Examination Grievance Handling: The Examination Committee, chaired by the Principal, manages all examination-related issues. An Unfair Means Committee addresses cases of academic malpractices as per University guidelines. CCTV surveillance is in place to ensure fair examination practices.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Ghanshyamdas Saraf College is affiliated to University of Mumbai and follows the syllabus prescribed by the University.

College has displayed POs, PSOs and COs on the **institutional website**. Additionally programme outcome are also displayed in college Prospectus.

Learning outcomes is incorporated and also forms an essential part of college vision and mission statement.

Orientation programme is organized every year for all the first year students, wherein the students are addressed by the Principal and Vice – Principals. Co-ordinators of all the programmes and respective subject teacher communicates the Programme and course outcomes in detailed manner.

Our Institution makes sure that the faculties attend Syllabus Revision Workshop organized by other colleges as per the guidelines of the University of Mumbai.

Faculties from different departments are members of **Board of Studies**.

The college conducts and encourages teachers for participating in workshops, seminars, conferences and FDPs to enhance their ability for successful attainment of the learning outcomes.

At the onset of each semester all the faculties ensures 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. This practice helps in making the teaching learning process more effective as students can relate to the topics and it helps them in achieving the projected outcomes.

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

Achievements by the alumni students are showcased in the college annual magazine which assist the current students in identifying how the different programmes have helped the passed out students in achieving success in their career and it helps the current students in achieving their goals.

POs, PSOs and COs, are communicated directly and indirectly by organizing different activities.

- **Departmental Activities** are conducted where students are motivated to participate. Current trends are taken into consideration related to their subjects while conducting these activities.
- **Project/ assignment** are given to students to bridge the gap between theory and practice.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Institution follows examination and evaluation pattern prescribed by the University of Mumbai which includes written examination, practical examination and Internal Assessment. Internal assessment is done by conducting Internal examinations and activities like assignment, research/ survey based projects, class tests, group presentations etc.

This evaluation process helps in testing the subject knowledge, analytical skill, critical thinking, problem solving, and 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. In this analysis comparison is done with the last year result to identify the improvement in the students' performance.

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. Presentation in the Departmental Activities
5. Involvement in the literary /cultural programmes
6. 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. During social programs such as residential camps and workshops, the students are evaluated for their sensitivity and social awareness.

College provides various subject related add on courses to enhance the learning outcomes and thus improve the employability skills of the students.

Feedback is obtained from various stakeholders:

Student Feedback - Feedback is obtained from students at the end of every academic year after the semester examination.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 90.87

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1164	1412	1649	1614	1629

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1461	1733	1699	1665	1660

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.34

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Innovation and Research are significantly integrated core activities of academic environment. Institution establishes a supportive environment to promote innovation and a research culture among students and faculties.

Innovation focused research culture – Research cell guides the faculties and students for innovation and also transfer of knowledge.

- 04 Research Guides recognised by university of Mumbai and 05 Research Mentors from research Cell engage in enhancing research culture among research scholars.
- 04 PhD completed and 08 registered PhD scholars continuing their research work.
- Felicitation of teachers on successful completion of PhD motivates other faculties to pursue research.
- Teachers published research papers to National and International journals with ISBN – 105 and ISSN -134 publications.

- 01 Minor Research Project completed.
- Teachers mentor the undergraduate students to participate in research-based competitions like Avishkar – research convention organised by Mumbai University.

Innovation-Focused Institutional Culture – Research cell, IPR Cell and Entrepreneurship Cell (E-Cell) develop innovation focused culture among students and teachers through the following initiatives-

- Sessions and workshops to create awareness about entrepreneurship
- Offer pre-incubation support like Computer, internet facility, mentoring, library etc. for sustainable start-up ideas
- Intra collegiate and Intercollegiate competitions provide opportunities to budding entrepreneurs to showcase their ideas,
- Guidance to check the viability of the ideas
- Motivational sessions, interactive presentations by young entrepreneurs,
- Mentoring sessions: How to plan start-ups, legal and ethical steps etc.
- Seminars and workshops: IPR awareness
- Industrial Visits,

Indian Knowledge System (IKS)

- As per NEP-2020 guidelines, integration of IKS in UG teaching – learning process.
- Practicing cultural sensitivity and respect of Indian Culture into teaching.
- Literary events to learn and preserve Indian languages
- Celebration of Marathi Bhasha Din and Hindi Sahitya Diwas
- Celebration of Traditional day like Guru Purnima
- Offer short term value added Yoga Course conducted by Yoga Institute

Intellectual Property Rights (IPR)

The institute has IPR cell that organizes awareness programs and provides guidance on filing patents, copyrights, etc.

- IPR cell established in 2021. 06 invited talks and 01 seminar organized in association with E-Cell.
- IPR-Focused UG Curriculum introduce IPR in subjects like Business Law, Export marketing etc. that covers the fundamentals of patents, copyrights, trademarks, etc.

Creation and transfer of knowledge/technology

- In assessment period, patents – 01 published and 03 filed
- E-Content created by faculties for UG subjects and circulated in div. wise whats app groups.
- Pre-recorded video lectures of B.Com teachers available on Kunjbihari S. Goyal Online Academy (GOLD) which is an online learning platform for B.Com students.
- B.Com & SFD teachers use projectors in classrooms to enrich teaching –learning process in audio-visual presentations.

Visible Outcomes

- Research Publications – 105 ISBN & 134 ISSN publications
- Workshops on Research /IPR / Entrepreneurship - 43
- MOUs – 26
- Patent Published – 01

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 43

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
8	14	6	10	5

File Description	Document
Upload supporting document	View Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.71

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
30	01	12	11	13

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
11	33	1	06	43

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The institution actively organizes various extension activities in the surrounding community to create awareness among students about pressing social issues such as gender disparities, social inequality, and community challenges. These initiatives aim to instill social values, a sense of responsibility, and commitment to societal well-being. Several student-led organizations, including the National Service Scheme (NSS), National Cadet Corps (NCC), and the Department of Lifelong Learning and Extension (DLLE), spearhead these activities, making a meaningful impact.

National Service Scheme (NSS)

The NSS focuses on shaping students into socially conscious and responsible individuals through community engagement. It encourages student volunteers to participate in various initiatives that address real-world issues. Health-related activities such as blood donation camps and cleanliness drives promote public well-being, while environmental initiatives like tree plantation programs, e-waste box installations, and beach cleanliness campaigns foster sustainable practices. Additionally, awareness rallies and sessions on gender and social issues help students develop sensitivity toward societal challenges, equipping them with a deeper understanding of the socio-economic realities of India.

National Cadet Corps (NCC)

The NCC trains students in discipline, leadership, and service through rigorous residential training camps and structured activities. Cadets participate in leadership development camps that enhance their confidence and decision-making abilities. Furthermore, they engage in socially beneficial activities such as beach clean-ups, tree planting, and awareness programs addressing critical issues like drug abuse, plastic pollution, and waste management. The celebration of nationally and internationally significant days also promotes value-based education, reinforcing qualities like patriotism, civic responsibility, and

ethical conduct among cadets.

Department of Lifelong Learning and Extension (DLLE)

The DLLE operates under the motto “Reach the Unreached,” striving to develop students’ entrepreneurial skills and foster social responsibility. Through Annapurna Activities, research-based projects, and internships, students gain practical exposure to real-world challenges. Visits to orphanages and old-age homes, along with food donation drives, reinforce the importance of community service and social welfare. These initiatives not only benefit marginalized groups but also cultivate empathy, humility, and a strong sense of duty among students.

Impact of Extension Activities

The institution’s extension activities significantly contribute to fostering collaboration between the campus and the community. These engagements:

- Develop social responsibility among students.
- Provide opportunities to apply academic knowledge in real-world settings.
- Strengthen bonds between students and the local community.

Outcomes for Students

Participation in these extension programs offers several benefits, shaping students into well-rounded individuals. Key outcomes include:

- Enhancement of leadership skills and teamwork.
- Promotion of civic engagement and social responsibility.
- Transformation into proactive, socially aware citizens.
- Increased environmental consciousness and responsibility.
- Development of empathy, respect, and dignity for labor.
- Becoming agents of positive change in society.

By engaging in these activities, students move beyond personal goals and embrace a broader perspective on life. They develop patience, resilience, and a strong service-oriented mind-set. Ultimately, extension activities not only contribute to the betterment of society but also play a crucial role in the holistic development of students, preparing them to be responsible, compassionate, and impactful members of the community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Recognition and awards serve as a testament to the impactful efforts undertaken in extension activities that contribute to community development, knowledge dissemination, and societal well-being.

Awards received for extension activities

2019-20

- NCC cadets excelled in the Drill Competition at IY College, securing 1st Prize and at Raheja College, securing 3rd Prize.
- SUO Rinky Singh was selected for the All India Guard of Honour at the RDC Camp and honored with the Best Stick Orderly Award.
- JUO Shreya Salian selected for Rajpath contingent (RDC Camp, New Delhi)

2020 -21

- SGT Sonam Pandey secured 1st place in the Maharashtra-wide Quiz Competition.

2022-23

- SUO. Prachi Yadav and JUO. Ishita Sharma honored with the “Director General Commendation Award” earning the esteemed 'DG NCC Commendation Card with Badge,' the 4th highest award in NCC.
- DLLE volunteers won 1st Rank in Powada Singing, 1st Rank in Street Play in Inter collegiate DLLE Fest “Udaan” of Mumbai University at Thakur College on 10th February 2023.

2023-24

- Cadet Ragini Yadav awarded a Gold Medal for Best Performance in Group Discussion at the Basic Leadership Camp held at Nanded from 27th Sept.to 6th October 2023
- During CATC-405, Cadet Sakshi Sriwant secured a Gold Medal in the Kho-Kho Competition as a part of the team at Palghar from 23rd December to 31st December 2023
- CDT Archi Joshi awarded the Gold Medal for Best Instrument Player during the cultural program at CATC-410 Pre-IGC-RDC Selection.
- CSM Kajal Yadav excelled in the 'Ek Bharat Shreshtha Bharat' Camp at Amravati, winning 1st place in the Kho-Kho and Cultural Competitions and securing 2nd place in the Flag Area Competition (27th Oct - 7th Nov 2023)
- DLLE volunteers won 2nd prize in Powada Singing at “Udaan” of Mumbai University

Recognitions received for extension activities

2019 – 20

- Prof. Rupa Shah and Prof. Preeti Jh received appreciation letter from Col. Amit Bhagi, for their team work and dedication to train NCC cadets.

2020 - 21

- Dr. Seema Agarwal was awarded certificate for her Special Contribution as a DLLE Field Coordinator during the Academic Year 2020 – 21.

2021 – 22

- Dr. Seema Agarwal was awarded certificate for her Special Contribution as a DLLE Field Coordinator during the Academic Year 2021 – 22.
- Lt. Preeti Jha received appreciation letter for her commitment to assigned work in Annual Training Camp by COL. M. L. Sharma, Camp Commandant.

2022-23

- Dr. Seema Agarwal was awarded certificate for her Special Contribution as a DLLE Field Coordinator during the Academic Year 2022 – 23.
- Appreciation letter received from Blood Centre of Nair Hospital for Blood Donation Camp organized by NSS.

2023-24

- Appreciation Letter received by Lt. Preeti Jha from Col. Navin Sharma, Commanding Officer, 8 Maharashtra Girl's Bn. NCC
- Dr. Seema Agarwal was awarded certificate for her Special Contribution as a DLLE Field Coordinator during the Academic Year 2023-24.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 69

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
16	25	07	9	12

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 24

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The College boasts a modern, well-equipped campus designed to enhance both academic and extracurricular experiences.

Classrooms: The College offers 33 well-ventilated, ICT-enabled classrooms with ample lighting, each accommodating 60 to 120 students. These classrooms are equipped with dais, public address systems, and projectors, enriching the learning environment for undergraduate and postgraduate programs.

Principal Room: The Principal's cabin provides a private and professional workspace, ensuring smooth administrative operations.

Staffroom: The staffroom is fitted with 11 LAN-connected computers, essential software, two printers, and internet access, supporting faculty with the resources needed for academic and administrative tasks.

Examination Room: The College provides a dedicated examination room to ensure secure handling and administration of exams.

IQAC Room: A dedicated room for the Internal Quality Assurance Cell (IQAC) supports continuous improvement programs and quality initiatives across the institution.

Computer LAB: The College has a Computer LAB with more than 150 Computers capacity. In Addition to that College has a separate Computer LAB with Advance Research Tools with 12 Computer for Research and analysis.

Library: Spanning 158.93 square meters, the library offers open-access reading areas, internet stations, research spaces for faculty, and access to over 6,000 e-journals, 199,500 e-books via N-List, and 600,000 e-books through NDL. It also has 14 internet-enabled computers, a scanner, a printer, three barcode readers, and an INFLIBNET subscription.

College Office: The fully computerized administration office efficiently manages student and faculty services, ensuring smooth operational functioning.

Seminar Hall: A multi-purpose assembly hall of 435.34 square meters serves as a venue for lectures,

events, and academic programs and a designated mini-conference room

Gymkhana: The Sports Gymkhana includes both indoor and outdoor activity facilities. It features a turf playground with courts various events.

Cultural Room: A dedicated space is available for extracurricular and cultural activities, supporting a variety of student-driven events.

Canteen: A well-maintained canteen provides food and refreshments for both students and staff.

Vice Principal Cabin: Separate cabins for the Vice Principals ensure effective academic supervision and administrative functions.

NSS and NCC Rooms: Designated rooms for the National Service Scheme (NSS) and National Cadet Corps (NCC) promote social service and cadet training, fostering student involvement in community activities.

Common Rooms: The campus offers separate, well-equipped common rooms for both male and female students, providing comfortable spaces for relaxation.

Permanent Stage and Auditorium: An open-air ground with a permanent stage accommodates up to 1,200 people for large events, while the fully air-conditioned Durgadevi Saraf Auditorium, equipped with advanced sound systems, hosts seminars, performances, and conferences.

Research Centre and Learning Centre: The College features an approved Research Centre in Commerce and Economics for Ph.D. scholars and a Learning Centre for lectures, meetings, and academic programs.

Other Facilities: The campus is equipped with 91 CCTV cameras for 24/7 security, free internet connectivity, and hostel accommodations for both male and female students.

A medical centre caters to health emergencies, while green spaces and a garden promote an eco-friendly environment.

The College is accessible with elevators and ramps for differently-abled individuals and ensures cleanliness through a dedicated maintenance team.

Purified drinking water stations are also provided for student and staff convenience.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 35.62

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
150.70129	118.72593	107.190	102.63489	104.3318

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

SHRIVALLABH G. SARAF KNOWLEDGE RESOURCE CENTRE

The Resource Centre is a centrally air-conditioned facility housing over **52,000 books, 50 journals and periodicals**, and access to the **N-List database**. It features a dedicated **Research Cell** for Ph.D. scholars and provides **OPAC (Open Public Access Catalogue) and Web OPAC** for online book searching and reservations. The library is fully automated using **KOHA software** and a **barcode system**, with compactors utilized for efficient book storage. The **reading room** is designed for comfort, offering bright lighting and ergonomic seating.

Ø INTEGRATED LIBRARY MANAGEMENT SYSTEM (ILMS):

- **Software Used:** KOHA
- **Nature of Automation:** Fully Automated
- **Version:** 23.11.05.000

Key Features:

- Automated circulation with a **barcode system** for books and borrower cards
- Easy generation of statistical reports
- Customizable formats
- **Web OPAC accessibility**, allowing users to check the status of library collections across campus
- Quick search for books and accompanying materials (e.g., CD/DVDs)

Software Functionalities:

- **Cataloguing** of books, periodicals, non-book materials, project reports, and proceedings
- **Circulation** management for books and other resources
- **Entry and tracking** of periodical details
- **CD/DVD categorization** for free and specially purchased resources

Mobile-friendly **version** available
 - https://play.google.com/store/apps/details?id=in.ourlib.ourlib&pcampaignid=web_share

Ø E-RESOURCES

The library subscribes to the **N-List database** and provides access to various **online and open-access resources** through its website for additional research support. Additionally, it has access to **EBSCO and DELNET databases** through its sister institutes.

Ø PERIODICALS

The library maintains a continuous subscription to **print journals and magazines**, with a current collection of **24 journals** and **10 magazines** in print.

Ø FOOTFALL

On average, the library receives **300–400 visitors per day**, with a significant increase during examination periods.

Ø ADDITIONAL EQUIPMENT:

1. Barcode scanners - 3
2. Printer to generate Bar code – 1
3. Printer - 2

4. Photocopier (Canon) with scanner -1
5. Computers for users - 7
6. Computers for Library staff - 7
7. Computers with Earphones and Mike and CD/DVD players – 4
8. CCTV – 5

Ø DIGITAL LIBRARY

The library offers access to a wide range of **online resources** and allows users to utilize **CDs/DVDs** available in the collection. It provides **scanned copies of previous years' question papers, full-text free periodicals**, and the **college magazine** for reference. Additionally, users can access **computers for academic purposes**.

Library page on college website - <https://www.rset.edu.in/gscclibrary/>

Link of web OPAC - <http://rsetlibrary.ourlib.in/>

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

GSCC continues to strive towards maintaining a sustainable ICT-enabled environment and is committed to providing the necessary infrastructure for the benefit of the student community. The objective is to support their academic and research activities, enabling them to maximize their potential in a technology-driven learning environment.

ICT Infrastructure Enhancements in 2023-24:

During the academic year 2023-24, GSCC made significant investments in upgrading its ICT infrastructure

- **Desktops and Monitors: 66 (Sixty Six)** desktops and Dell monitors were purchased from AMITTRON COMPUTERS and ACMA Computers to enhance the computing facilities.
- **Laptops: 04 (Four)** HP laptops with 250GB storage were procured from WTech India Solutions to facilitate mobility and ease of access to learning materials.
- **Storage Upgrades:** Three Kingston 4GB DDR3 RAM modules and three 240GB SSD hard disks were acquired from M/s Total Solutions to improve system performance.
- **Printers:** Three printers were purchased during the Year.
- **Maintenance Contracts:** A comprehensive maintenance contract for desktops and laptops was established with Solnet Services to ensure the seamless functioning of ICT resources.

ICT Infrastructure Enhancements in 2022-23:

- **Networking Infrastructure:** Cat 6 cables were purchased to improve network efficiency and connectivity.
- **Audio and Communication Equipment:** Various essential devices, including access points, speakers, switches, and desktop microphones, were procured to enhance communication and collaboration.
- **Storage and Maintenance:** Hard disks (240GB, quantity: 4), RAM modules (4GB, quantity: 7), and data cables (quantity: 4) were purchased. Additionally, maintenance contract charges were paid to ensure the longevity of the systems.
- **Oh projectors:** To make each Class room ICT enabled **28 Oh projectors** were purchased and Installed during the Year.

ICT Infrastructure Enhancements in 2021-22:

- **Classroom Enhancement:** Four (4) XGA BENQ classroom projectors were purchased with a one-year warranty to facilitate interactive learning sessions.
- **Desktop Accessories:** One webcam and a 4GB DDR3 1333 HZ EVM RAM module were procured to enhance desktop functionality.

Computer Research Lab (1st Floor):

The Lab, established in 2017 has been instrumental in providing students with research Analytical tools. The LAB consists of 12 Computers which are updated Regularly.

DSIMS Computer Laboratory (4th Floor):

- The DSIMS computer laboratory on the 4th floor houses **175 computers** with the following configuration:
 - **Processor:** Intel Core i3
 - **RAM:** 2GB

- **Hard Disk:** 250GB
- **Operating System:** Windows 7/10
- **Antivirus:** Kaspersky
- Additional ICT infrastructure includes:
 - **Networking Equipment:** A **5-port D-Link GIGA Switch (10/100/1000 DGS 1005A)** (SN: F371604030299) for efficient data transfer.
 - **Wireless Access Points:** 12 hardware units with corresponding chargers.
 - **Operating System & Security:** Windows 10 with Kaspersky Antivirus installed for security and optimal system performance.

The college uses a dedicated internet leased line of 100 Mbps speed for academic purposes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 24.21

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 177

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 10.19**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2023-24	2022-23	2021-22	2020-21	2019-20
42.12	27.53	52.22	11.46	33.67

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 3.18

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
134	190	168	137	130

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	View Document
Upload policy document of the HEI for award of scholarship and freeships.	View Document
Institutional data in the prescribed format	View Document

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 45.88

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
4286	2993	933	523	2228

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 45.59

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
522	688	878	646	673

5.2.1.2 Number of outgoing students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1169	1412	1649	1614	1629

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 11.27

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2023-24	2022-23	2021-22	2020-21	2019-20
113	140	173	80	43

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 45

5.3.1.1 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 wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
19	11	2	0	13

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 30.8

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
34	31	41	19	29

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Alumni Association of the college was officially registered on April 3, 2023 with Registration Number F-81708 (M). The college also has its own official website (<https://alumni.sarafcollege.org/>) where alumni can register themselves and connect with other alumni, and volunteer to provide career guidance and support to current students.

Although the Alumni Association was officially registered in 2023, the college's alumni have long been actively engaged with the institution fostering a strong bond and deep connection with the college. From providing career guidance and placement opportunities to organizing community initiatives, their contributions have enriched the student experience and strengthened both the academic and social environment of the college.

Alumni Contributions to the College

1. Career Guidance & Placement Opportunities

- CFP Orientation for Alumni Students was organized by Alumni Association.
- Career Guidance Session on Career Opportunities in Insurance Industry was conducted by our Alumni Ms. Prachi Tiwari
- Alumni Ms. Anjali Jain conducted a session on Career Opportunities in Content Writing .
- A session on How to crack Government Entrance Exams was conducted by Ms. Shrishti Yadav.
- Alumni Ms. Sonal Mishra conducted a session on Career Opportunities in Investment Banking.
- Alumni, Mr. Ritesh Dixit helped in partnering with Motilal Oswal for Campus Placements.
- Alumni, Ms. Jinal Mewada helped in organizing Campus Placements by Squareyards.
- Alumni Mr. Bhavin Jain helped in organising Selection Round for Internship opportunity by Wol 3D India.

2. Student Development & Mentorship Activities

- Hands on Workshop on ABC of First Impression was organised by our respected alumna, Ms. Sakshi Chandak.
- A Webinar session on “International Fraud Awareness” was organised by the Alumni

Association and the speaker for the event was alumni Ms. Mamta Acharya.

- Alumni students Sakshi Chandak and Ganesh Yadav conducting a self defense workshop.

3. Community & Social Initiatives

- Oculus - Eye Check Camp was organized
- Alumni members took the initiative of conducting Beach Cleaning drive along with college Rotaract members
- Alumni, Mr. Ganesh Kadam helped in organizing Diabetes Check up Camp for teaching and non teaching staff.

4. Sports & Extracurricular Activities

- Alumni students Nandkumar Panhalkar, Santosh Pal, Ankit Mishra were appointed as referees in intra college sports events of Kho Kho and Kabaddi.
- Alumni Organized special matches, including an Alumni vs. Teachers Cricket Match in the Pravinchandra D Shah Sports Academy of the college.

5. Alumni Meet

- The Alumni Reunion Meet, held online on January 23, 2021, and later in person on April 8, 2023, served as a platform for reconnecting former students and strengthening their bond with the institution.

The Alumni Association plays a pivotal role in these reunions, contributing significantly to the institution's development through various initiatives aimed at fostering growth and engagement. Their ongoing involvement continues to enhance student learning, career opportunities, and overall institutional development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Ghanshyamdas Saraf College has been at the forefront of providing educational opportunities to diverse societal groups while actively promoting social and educational initiatives.

Vision

"To ensure continuous human enrichment and development by setting higher and newer benchmarks in the pursuit of excellence."

Mission

"Empowerment Through Value-Based Education"

Motto

Vidya Vinayen Shobhate

Core Values

- *Fostering a globally competitive mindset*
- *Commitment to excellence*
- *Promoting social, environmental, and cultural awareness*

The institution effectively communicates its vision and mission through its website, campus banners, and student orientation programs. All academic, co-curricular, extracurricular, and extension activities align with these guiding principles.

Participative Management

The college cultivates a culture of participative management at multiple levels:

- **Strategic Level:** The Governing Council, Principal, and Vice Principals define institutional policies and strategies.
- **Functional Level:** Faculty members collaborate to share knowledge with students and non-

teaching staff while contributing to various committees.

- **Operational Level:** The Principal coordinates with the university, government, and external agencies, while faculty, students, and administrative staff work together to implement academic, administrative, and extracurricular activities.

Students from the B.Com & Self-Finance Departments actively organize departmental events, ensuring their holistic development.

Educational and Social Initiatives

The college extends educational opportunities to all sections of society, supporting economically disadvantaged students through scholarships and fee concessions. It also runs capability enhancement and skill development programs in collaboration with TechnoServe, FinX, and TISS. These initiatives promote leadership, inclusivity, and professional growth, fostering the holistic development of students.

Activities Supporting the Mission: Human Enrichment and Development

Various committees, including DLLE, NSS, NCC, Green Initiative Committee, and WDC, actively engage in social initiatives. The college supplements university curricula with skill development programs to enhance student employability.

Activities Supporting the Vision: Value-Based Education

The institution integrates value-based education into its framework, shaping responsible and socially aware citizens. Key initiatives include:

- International Yoga Day celebrations
- Tree plantation drives
- Beach cleaning campaigns
- Anti-corruption awareness programs
- Drug abuse prevention workshops
- Self-defense training sessions
- Gender sensitization programs
- Poster-making competitions on social issues

By aligning its activities with its vision and mission, Ghanshyamdas Saraf College ensures the comprehensive development of its students while making a meaningful social impact.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Institutional Vision and Mission

The leadership emphasizes a well-defined vision and mission, essential for guiding the institution toward its goals. Principles of participation and transparency in academic and administrative functions foster an environment of accountability and collaboration. Aligning academic and administrative plans ensures both aspects work in tandem to enhance overall institutional quality.

College Policies

Our college is distinguished by a comprehensive range of policies designed to foster an inclusive and well-rounded educational environment. These policies ensure fairness, transparency, and support for all members of the academic community. Key policies include Research Policy, Library Policy, Green Policy, energy conservation policy, Infrastructure Policy, E-Governance policy, Accounts and Finance Policy, Policy for Disabled students, Waste Management policy, Scholarship and Freeship Policy, Water Conservation Policy, Grievance Redressal Mechanism.

Administrative Structure

The institution is governed by **RSET**, which serves as its foundation and governing body. Under the leadership of the Board of Trustees and the Governing Council, the Principal oversees academic and administrative affairs.

At the core of the institutional framework is the **Internal Quality Assurance Cell (IQAC)**, responsible for continuous quality monitoring and improvement. Additionally, the institution has dedicated Vice Principals for its aided and unaided sections, ensuring focused leadership in their respective areas.

Institutional Procedures

- The IQAC provides strategic guidance, ensuring smooth implementation of policies and practices. To enhance efficiency, **Standard Operating Procedures (SOPs)** clearly define institutional workflows.
- To safeguard stakeholder interests, the institution has established statutory bodies, including the Internal Complaints Committee, Grievance Redressal Committees, and Anti-Ragging Cell. These bodies comply with UGC and University of Mumbai guidelines, addressing and resolving concerns effectively.
- Student feedback is actively encouraged through suggestion boxes, feedback forms, and interactive mechanisms, ensuring their voices are heard and valued.

Institutional Strategic Development/Perspective Plan (2020–2025)

The institution has formulated a comprehensive and forward-thinking Strategic Development Plan for 2020–2025. This plan outlines key institutional priorities, growth strategies, and performance benchmarks for sustainable progress.

Objectives of the Perspective/Strategic Plan:

- **Enhancing Academic Excellence** – Continuous improvement of curriculum, faculty development, and student learning outcomes.
- **Strengthening Research and Innovation** – Encouraging interdisciplinary research, collaborations, and technology-driven solutions.
- **Expanding Infrastructure & Digital Transformation** – Upgrading facilities and implementing smart campus initiatives.
- **Fostering Inclusivity & Student Engagement** – Strengthening diversity, accessibility, and student-centric initiatives.
- **Ensuring Environmental Sustainability** – Implementing green practices for a sustainable and eco-friendly campus.

With a steadfast commitment to institutional growth, the institution diligently works toward achieving these objectives, ensuring that each milestone is met with precision, accountability, and innovation.

Conclusion

Through strategic governance, comprehensive policies, and a commitment to excellence, our institution fosters an academic environment that is transparent, inclusive, and forward-looking. By continually refining our approach and incorporating feedback, we ensure that students, faculty, and stakeholders thrive within a well-structured and dynamic ecosystem.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Commitment to Staff Welfare and Professional Growth

Ghanshyamdas Saraf College prioritizes the well-being and professional development of both teaching and non-teaching staff through various welfare initiatives. Student feedback on faculty performance and student satisfaction surveys are regularly conducted to enhance the overall workplace environment and maintain high standards in education and administration.

Welfare Measures for Teaching Staff

1. A **spacious, air-conditioned staff room** equipped with lockers, computers, and a printer for faculty convenience.
2. A well-maintained **pantry facility** within the staff room.
3. Access to an **advanced, technology-enabled library** for academic enrichment.
4. A **mini hall (Learning Centre)** for talk shows, discussions, and institutional events.
5. **On-campus banking facilities** for financial convenience.
6. Faculty members are encouraged to attend **seminars and conferences**, with registration fees and expenses reimbursed by the institution.
7. Opportunities to serve as **resource persons** at various institutions.
8. Provision of **duty leave and medical leave** when required.
9. Regular **talk shows, workshops, and faculty development programs** to enhance professional growth.
10. A flexible **work-from-home facility** was provided to Dr. Megha Khedekar during the pandemic

due to medical reasons, ensuring her full salary during the hybrid teaching mode.

11. **A stress-free work environment**, with all college events and activities scheduled within regular working hours.
12. **Timely salary increments** as a recognition of faculty contributions.
13. **Punctual salary disbursement**, ensuring financial security.
14. **Career Advancement Schemes (CAS)** implemented in line with government norms.
15. **Maternity leave granted** as per official guidelines.

Welfare Measures for Non-Teaching Staff

1. **On-campus banking facility** for easy financial transactions.
2. **Locker facility** to securely store personal belongings.
3. **Fee concessions** for children of non-teaching staff.
4. Formation of an **Employees' Credit Society** to support financial well-being.
5. Sports/ Cultural Events organised for the staff

By implementing these initiatives, the college fosters a supportive and motivating work environment, ensuring that all staff members feel valued and empowered in their roles.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 4.58

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
12	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 58.24

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
55	67	70	14	06

6.3.3.2 Number of non-teaching staff year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
26	19	23	23	11

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Financial Governance and Resource Optimization

As an affiliated institution, the college adheres to the prescribed audit guidelines to ensure financial integrity and transparency. The financial audit of accounts is a critical procedure, consistently upheld by the institution. Each year, an internal auditor—appointed by the Governing Body—conducts an independent review, while a statutory auditor, jointly approved by the Governing Body and the University of Mumbai, ensures compliance with regulatory standards.

The **Accounts and Finance Department**, led by the Finance In-Charge, oversees all financial transactions, budget allocations, and expenditure tracking. Annual budgets are meticulously planned and approved by the Governing Council during its meetings, ensuring the smooth functioning of academic and administrative departments.

Resource Mobilization: Policy & Procedure

As a **grant-in-aided institution** offering 13 programs, the college receives financial support from multiple sources:

- The **Government of Maharashtra** provides salary grants for the teaching and non-teaching staff in the aided section.
- The **University Grants Commission (UGC)** and the **University of Mumbai** extend research grants to support academic advancement.

- **Tuition fees**, regulated by the University of Mumbai, serve as a primary funding source.
- Additional revenue is generated through the responsible disposal of scrap materials, old newspapers, used answer sheets, and project viva books.

To ensure cost-effectiveness, the institution follows a structured procurement process, where at least three quotations are invited before making purchases. Generally, the **lowest quotation** is accepted, ensuring **financial prudence** while maintaining quality.

Sources of Revenue

Educational receipts and institutional income comprise:

- Admission form fees, processing fees, and tuition fees
- Examination, gymkhana, and ID card fees
- Library, laboratory, and magazine fees
- Industrial visit and project fees
- Orientation workshop and national conference fees
- University exam and convocation fees
- Miscellaneous institutional charges

Expenditure on Education

Funds are allocated towards:

- Admissions, prospectus, and affiliation fees
- Salaries and allowances for faculty and staff
- Honorariums for guest lecturers
- Events, examinations, and industrial trips
- Committee and departmental activities
- Orientation workshops, seminars, and conferences

Optimal Utilization of Resources

To maintain and upgrade infrastructure, the college periodically implements **necessary enhancements** in facilities and ICT (Information and Communication Technology) resources, including computers, printers, and digital teaching tools. Budgets are planned well in advance to ensure efficient execution of academic and administrative functions.

The institution **actively invests in professional development**, providing financial support for faculty members to publish research in reputed journals. Additionally, **scholarships, freeships, and student welfare funds** ensure that deserving students receive the educational assistance they need.

Ensuring Financial Stability & Institutional Growth

Through meticulous financial planning, the college achieves:

- **Financial stability**, ensuring uninterrupted operations
- **Professional growth opportunities** for faculty

- **Infrastructure enhancement**, supporting academic excellence
- **A positive and progressive learning environment**

Regular audits not only maintain fiscal discipline but also provide valuable insights for continuous improvement. By fostering a culture of transparency and accountability, the institution reinforces its commitment to delivering quality education and holistic development while staying true to its mission and vision.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) of the college has been pivotal in establishing and maintaining robust quality assurance processes and strategies within the institution. By conducting regular reviews of teaching-learning processes, operational structures, methodologies, and learning outcomes, IQAC ensures continuous improvement.

Enriching Quality Culture in Curriculum Delivery and Teaching Learning Process:

IQAC has advocated for a goal-centric, institutionalized structure to ensure a comprehensive teaching-learning process and quality education.

1. **Preparation of the Academic Calendar:** An academic calendar is prepared before the start of each academic year, serving as a roadmap for all academic activities.
2. **Academic Diary:** Faculty members are provided with academic diaries to document daily lecture reports and other aspects throughout the year.
3. **Lesson/Teaching Plans and Syllabus Completion Reports:** Teachers prepare lesson/teaching plans and submit timely syllabus completion reports.

Blended Learning and Additional Programs:

Along with the traditional curriculum framework designed by the University of Mumbai, IQAC has introduced various add-on, certificate, and value-added programs:

1.Add-On , Certificate and Value added Programs

- 2.**Online Courses:** Various online courses through platforms like SWAYAM and MOOCs were made available to students.
- 3.**MOUs with Esteemed Institutions:** MOUs were signed with esteemed institutions to promote collaborative educational opportunities.

Technological Integration during COVID-19:

During the COVID-19 pandemic, IQAC ensured continuity in teaching by leveraging technology:

- 1.**Daily Teaching Reports:** Shared Excel sheets were used for daily teaching reports.
- 2.**Online Learning Platforms:** Google Classrooms and Zoom were used to facilitate online learning.
- 3.**Gold Academy:** A dedicated academy provided recorded video lectures and e-mock tests.

Use of ICT in Teaching and Learning:

The institution ensures that all classrooms are equipped with ICT facilities, enhancing the teaching-learning experience:

- 1.**ICT-Enabled Classrooms:** All classrooms were made ICT-enabled with installed projectors.
- 2.**Revamped Computer Labs:** Computer labs were revamped, and all computers were replaced with the latest software versions.

Experiential, Participative, and Problem-Solving Learning:

IQAC promotes teaching and learning based on experiential, participative, and problem-solving parameters:

- 1.**Internship-Based Projects:** Internships and departmental activities are conducted.
- 2.**Case Studies and Tutorials:** Various case studies, tutorials, and mentoring sessions are organized.
- 3.**Induction and Counselling Programs:** Induction programs and counselling sessions are held.
- 4.**Student Participation in Activities:** Students participate in activities like quizzes, debates, and PPT competitions.

Enriching Quality Culture in Research:

IQAC promotes research culture through various initiatives in collaboration with the Research Cell of the College:

- 1.**National and International Conferences:** Conferences and faculty development programs and Workshops are organized.
- 2.**Edited Book Publication:** An edited book with ISBN was published.
- 3.**Financial Assistance:** Financial assistance is provided for research and publications.
- 4.**Patents:** The College has three patents published by faculty members.

Ensuring Quality Control through Feedback Mechanism:

IQAC implements a comprehensive feedback mechanism, including:

1. **Curriculum Feedback:** Regular feedback on curriculum effectiveness is collected and analyzed.
2. **Teacher Performance Feedback:** Student feedback on teacher performance is collected and reported to the principal.
3. **Student Satisfaction Survey:** Surveys assess the quality of the educational experience.
4. **Self-Appraisal:** Faculty members undergo a self-appraisal process.

Other Quality Initiatives:

1. **Quality Audits:** Green audits, environment audits, and energy audits are conducted.
2. **Participation in NIRF:** The College participates in NIRF.
3. **Policy Documents:** Policy documents were formulated and revised.
4. **CAS Promotions:** CAS promotions for government-approved staff are conducted.
5. **Internal and External Audits:** Regular audits are carried out.

File Description	Document
Upload Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Ghanshyamdas Saraf College of Arts and Commerce has implemented a series of impactful measures over the past five years aimed at promoting gender equality within our community. Recognizing the importance of creating a safe, inclusive, and equitable environment for all genders, we have made conscious efforts to address issues related to gender sensitivity, safety, empowerment, and representation. These initiatives are aligned with both national policies and our institutional commitment to diversity and inclusion.

Gender Sensitization Programs:

Ghanshyamdas Saraf College of Arts and Commerce has regularly organized gender sensitization workshops, seminars, and awareness programs for both students and staff. These programs are conducted by various communities and focus on raising awareness about gender issues, such as equality, gender roles, violence, harassment, and stereotypes. These programs were conducted in collaboration with experts, NGOs, and external facilitators, ensuring that the content was both relevant and impactful. Sessions also emphasized the importance of emotional well-being and mental health from a gender perspective.

Formation of the Women's Development Cell (WDC)

The institute has established a robust Women's Development Cell that has been operational for several years. The WDC focuses on addressing gender-related concerns, promoting women's rights, and creating a more inclusive and respectful campus environment. This cell conducts regular awareness campaigns, helplines, and grievance redressal mechanisms. The WDC is instrumental in ensuring that women students and staff have access to the resources they need to thrive in both academic and professional spheres.

Anti-ragging committee

The institution has established a comprehensive anti-sexual harassment policy as per the Sexual Harassment of Women at Workplace Act. This includes setting up an Anti-ragging Committee to deal with complaints of harassment, provide counselling, and take corrective measures. It regularly conducts awareness campaigns, educating students and staff about their rights, responsibilities, and the procedures to follow in case of grievances. Posters and digital resources on preventing harassment are prominently displayed across the campus. The institution has a full-fledged counselling centre which offers help on

overcoming stress and personal problems among others. Ramdhar Maheshwari Career Counseling Centre [RMCC], an initiative undertaken since more than six decade old Trust Rajasthani Sammelan Educational Trust. Students would get assistance from professional and experienced counsellors of the town to make correct decisions for their envisioned careers.

Gender-Neutral Infrastructure:

The institution has made significant strides in improving gender-inclusive infrastructure. This includes establishing gender-neutral washrooms and safe spaces for students of all gender identities. Separate Common Rooms for boys and girls are constructed within the college premises. These facilities aim to make every student feel safe, respected, and valued, regardless of their gender identity. Every class/division is assigned to a faculty member at the beginning of each year. Students are encouraged to be in constant touch with the mentor and any issues related to safety and security can be addressed through a proper channel. . Security of the College is ensured by Security Personnel Agency 24X7. CCTV surveillance systems are installed in the campus in order to keep away any mischief-mongering activities. The CCTV video footage is stored and tracked later for ensuring discipline within the college campus.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Ghanshyamdas Saraf College of Arts and Commerce has been creating an inclusive environment that fosters tolerance and harmony towards cultural, regional, linguistic, and socioeconomic diversity. These efforts are designed to ensure that all students and employees feel valued, respected, and empowered, regardless of their backgrounds. Institutions often implement comprehensive policies designed to ensure equal opportunities for students and staff from all backgrounds. Additionally, our institution is committed to sensitizing students and employees to their constitutional obligations, including values, rights, duties, and responsibilities as citizens. By sensitizing students and staff to these values, institutions contribute to building a more equitable, harmonious society where all individuals can thrive and contribute meaningfully. The following initiatives serve as a testament to the institution's unwavering commitment to these principles.

Committees fostering an inclusive environment :

The Literary Association organizes a range of activities to raise awareness and foster an appreciation of cultural, regional, and linguistic diversity. Besides the different committees like Women Development Cell, DLLE, NSS, NCC, Green Initiative, and Rotaract Club plays crucial role in sensitizing students and staff, promoting an atmosphere of tolerance and harmony towards cultural, regional, linguistic, communal, and socioeconomic issues.

Civic Engagement and Social Responsibility:

Encouraging students and staff to participate in community service initiatives helps build empathy and social responsibility. The college actively engages in a variety of social activities, including blood donation camps and visits to NGOs such as old age homes, orphanages, homes for the disabled. These activities are organized by different departments and clubs, including DLLE, NSS, and NCC. Through these efforts, the college aims to foster empathy, compassion, and social responsibility among its students by connecting them with different segments of society.

Inculcating sustainability consciousness:

Institution has adopted sustainable practices by installing e-waste collection box in the premises to encourage the responsible disposal and recycling of electronic waste, reducing environmental harm and promoting sustainability. Besides, different committees organised tree plantation drives, cleanliness drives to promote environmental awareness and create a cleaner, greener campus and community. Social activity was initiated for elimination of use of plastic where students have distributed handmade paper bags in the locality.

Donation Drive:

The college organised a donation drive including food, cloth, stationeries, essential items, which aimed at supporting a noble cause and fostering a spirit of generosity among students, faculty, and staff towards

economically disadvantaged sections of the society. This helps to nurture a sense of empathy, compassion, and social consciousness in students and staff, empowering them to make a positive impact on society.

Special Celebrations:

The college observed key cultural, and historical events, through celebrations of Independence day, Indian Navy day, Anti - Corruption day, World day of social justice, World Day against Child Labour, World Day against Drug Abuse and Illicit Trafficking, Gandhi Jayanti & Lal Bahadur Shastri Jayanti, Martyrs Day. The purpose of these celebrations was to cultivate pride, patriotism, and reverence for national and historical figures. Additionally, Teachers' Day, Guru Purnima, is celebrated to emphasize the importance of education in personal and societal development, while fostering respect and appreciation for educators.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best Practice 1:

1. Title of the Practice – Social Outreach Initiatives: Instilling Values through Community Involvement

2. Objectives of the Practice

- **To ensure consistent students enrichment and development through incessant engagement in different Community service activities.**
- **Instilling core values such as integrity, compassion, and service among students**
- **Promoting social change by encouraging students to actively engage in projects that address the socio-economic challenges**
- **Incorporating academic curricula with community engagement initiatives to assist students in applying their knowledge in real-world situations**

3. The Context

The Institution believes in helping students to develop a deeper understanding of others' needs and experiences, fostering empathy and compassion towards the society. It provides the platform where students can engage themselves into varied Social Outreach Initiatives enabling them to organize, lead, and collaborate with others, which strengthens leadership, teamwork, and problem-solving skills.

4. The Practice

Institution's social outreach activities are designed to promote community development, address social issues. College organizes community service projects such as blood donation camps, health awareness programs, and environmental conservation initiatives. Students also participate in the Education project at Purva Municipal School, a one week residential camp which aims to provide a unique opportunity for students to engage with the community.

College also conducts activities like Annapoorna, Eye, Anemia and Dental Check -up Camp, Shiksha, Food Donation Drive, Distribution of stationery items, Awareness Program for the tribal community to spread menstrual and hygiene awareness, Aids Awareness, Tree Plantation, Beach Cleaning. E Waste Collection Drive to safely collect and recycle electronic waste to reduce environmental harm and many more.

5. Evidence of Success:

- **Increase in Students Engagement in Community Support Programs:** Students participation rate has increased year on year. Number of students registered for Social Responsibility Initiatives have increased from 441 in 2019 to 1730 in 2024. This shows progressive trend indicating increased awareness of social issues and a sense of social responsibility among students.
- **Impact on students:** This can be evidenced from transformation of students' attitudes, values, and actions as they engage in social outreach activities and value-based education.
- **Impact of Extension Activities on Neighbourhood Community:** Extension activities play a crucial role in uplifting the neighborhood community by addressing its needs, fostering collaboration, and empowering residents, leading to a more resilient and socially responsible society.
- **Recognition of the initiatives:** The recognition of the institution's engagement in social outreach programs can be seen from the Appreciation from NGOS and media coverage

6. Problems Encountered and Resources Required:

- **Maintaining consistent student involvement and motivation can be a challenge, especially**

during academic periods when students are focused on their studies.

- Limited financial resources have constrained outreach efforts, limiting ability to scale up initiatives.
- Coordinating with multiple stakeholders, including NGOs, community organizations, has been a challenge, requiring significant time and effort.

Best Practice – 2

1. Title of the Practice – Capability Enhancement Initiative: Equipping the youth with essential skills

2. Objectives of the Practice

- To empower students by equipping them with essential skills.
- To equip students with essential technical, vocational, and soft skills, while fostering career readiness, critical thinking, and an entrepreneurial mindset.
- To promote lifelong learning and adaptability in an ever-changing world.

3. The Context

Our institution's vision is "To ensure consistent human enrichment and development," for which it strives to incorporate innovative learning methodologies, skill-building programs, and industry-aligned education while adapting to evolving global trends to empower individuals for personal and professional growth.

The Capability Enhancement Initiative was introduced to bridge the gap by equipping students with essential technical, vocational, digital, and soft skills.

4. The Practice

The Institution has introduced Capability Enhancement Initiative through Knowledge Augmentation Programs like Youth Employability Skills Training Program, Certificate Course in Management and Soft Skills, Personality Development workshop, Diploma in Entrepreneurship, Certificate Course in E- Taxation, MTA -JAVA Certification, Certificate in English Communication and Digital Education with Excel Specialization, Session on Research Methods, Campus to Corporate Program, Certificate Course in E Taxation and Direct Tax and many more.

In addition, the institution has introduced departmental activities as a form of experiential learning, incorporating reflective practices to enhance students' practical knowledge and critical thinking skills. Each department organizes activities that actively engage students, encouraging participation, hands-on learning, and skill development. Every year, each department organizes activities based on a specific theme, providing students with a platform to showcase their skills,

creativity, and knowledge.

Departments conduct Intra and Inter College activities by allowing students to participate and exhibit their knowledge and skills.

BMS department organizes activities under the theme 'Innovision' aligned with sustainable business planning, where students develop and present innovative business ideas.

BFM Department under the theme 'FINANSKO' organises activities which are aligned with the financial market and financial system

The BCAAF department conducts activities under the theme 'Finansiera,' focusing on various aspects of accounting and finance like Tally, Audit, Direct Tax, indirect tax, GST return filing.

BCBI department organises activities under the theme 'Currenzo'. This includes activities like presentation, Quiz Competition, Debate Competition etc.

BScIT department under the theme 'TECHN-O-WIZZ' organised activities related technical aspects like Technocrats where students solved puzzles and also flexed their coding skills, Web design competition, Quiz based on IT etc.

The Mathematics and Statistics department has organised Quiz, Sudoku competitions. Commerce department organises PowerPoint presentation Competition, quiz Competition. The Accountancy department conducted Poster presentation competition, Accounting Exhibition Competition, Quiz Competition.

5. Evidence of Success:

- In the 2019-2020 academic year, five departments conducted departmental activities. Since then, the scope has expanded, and now all departments at the institution are involved in conducting activities.
- The participation rate of students in departmental activities and knowledge enhancement programs has steadily grown over the years. Total Number of students participating in the Knowledge Augmentation Program and Departmental Activities have increased from 2,609 in 2019-20 to 3,279 in 2023-24. This surge underscores a greater commitment to personal and academic development, fostering a more dynamic and engaged learning environment.

6. Problems Encountered and Resources Required:

- Students often face challenges balancing departmental activities with their academic responsibilities.
- Limited financial resources to support large-scale programs, events, or activities.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Family Culture among Institutes of the Same Parent Institute

Introduction

Ghanshyamdas Saraf College is one of the fourteen institutes in the campus under the umbrella of Rajasthani Sammelan Education Trust (RSET). Three of these institutes are Degree colleges and others being an MBA college, schools and academies. The RSET firmly believes in following Family culture among institutes in terms of shared values, traditions, and collaborative spirit that foster a sense of unity and belonging. This culture strengthens institutional ties, enhances cooperation, and ensures a common identity while allowing our institute to maintain its individuality.

Key Aspects of Family Culture at RSET

1. Shared Vision & Mission

Institutes affiliated with RSET operate under a unified vision and mission. This ensures consistency in educational philosophy, institutional goals, and long-term development strategies. The alignment fosters a cohesive academic and professional environment across all institutes.

2. Collaboration & Resource Sharing

The family culture encourages the sharing of academic and infrastructural resources. This includes optimum use of resources such as the playing field, water harvesting, borewell, solar panels, conference rooms of different capacities, auditorium, boys hostel & girls hostel, medical centre, counselling centre, faculty exchange programs, and shared access to libraries, computer laboratories and technology platforms. Such collaboration enhances innovation, efficiency, and academic excellence. Joint research initiatives such as conducting FDP on Research Methods and inviting research papers from each other for publication in renowned journals keeps the spirit of research activities high within the faculty & students. Common MOU's and linkages with Udayana University Bali, Rabindranath Tagore University, Bhopal, Sardar Patel Seva Trust, Bhavnagar, Gujarat will go a long way in collaboration & exchange. The Convocation Ceremony of the Degree colleges is also held together making it large & inspiring.

3. Cross-Institutional Activities

Institutes organized common events such as Faculty Development Programmes & Conference. The International Conference jointly organised by Smt. Ladhidevi Ramdhar Maheshwari Night college & Ghanshyamdas Saraf College on 'Change management in Higher Education' was highly successful.

The Independence Day celebration is one of the remarkable events where the staff members & students of all the institutes gather together for flag hoisting which is followed by stage performances from every institute that together sums up for a grand show filled with patriotism.

The College Annual Day falls in the series of Annual Days celebrated by every institute. The entire campus seems to be in a festive mood during this time of the year. The institute exchanges innovative ideas with other institutes for enhancement in academic & extra -curricular performances and works in collaboration & harmony with each other.

The Nalini Shah Music Academy in the campus trains and facilitates the students for Intra College as well as intercollegiate fests. These activities promote teamwork, cultural exchange, and networking among students and faculty, strengthening institutional bonds.

The sports room & equipment of our institute is used by other institutes as well for hosting competitions thus maximising the use of infrastructure & facilities.

Students participate in the activities conducted by the degree colleges in the campus especially in Women Development Cell. Even the faculty members are invited as judges & resource persons to each others colleges for a fair exchange of ideas, experience & exposure.

The NCC cadets of our college actively participate in National Festivals representing not only our institute but RSET family as a whole.

4. Supportive Leadership & Governance

The institute is supported by a well-structured governance model with a central governing body which ensures consistency in policy implementation, quality assurance, and institutional growth. The centralised **ERP system** is a great support in terms of admissions, attendance, roll calls, and feedbacks, biometrics of staff and much more across the institutes. The centralised **Purchase department** has firm & uniform policies in place and facilitates all the asset requirements as well as the budgeted expenses by a mechanism wherein Purchase Orders are raised by the departments and duly approved by concerned authorities. Budgets for yearly activities are prepared by every committee and approved by the management at the beginning of academic year.

The centralised **IT department** serves as a boon to the institute. IT support is always on toes to upgrade the technical requirements of the institute and any emergency requirement is balanced out by borrowing/lending within the institutes thus saving any wastage of time. The centralised Wi-fi system ensures super internet connectivity everywhere within the campus. The intercom extensions within departments across the institutes facilitate quick reach and fast actions. **Centralised canteen** ensures quality food services for long hours due to the presence of multiple institutes including hostels.

Common Scholarship award is a practice every year wherein the meritorious, deserving and

economically weaker students from every institute receive scholarship & freeships from honourable donors of the organisation.

Due care is taken of the staff members across the institutes in terms of providing fee concession to their ward/wards who are learners in any of the institutes under RSET.

The Leadership within the RSET provides guidance, mentorship, and support to all affiliated institutes, fostering a nurturing environment.

5. Alumni & Networking Benefits

A strong alumni network benefits students, faculty, and institutions as a whole. The Durgadevi Saraf Institute of Management Studies (DSIMS) conducts career guidance sessions, competitions and short-term courses for our Third Year students. Some students of our college who pursue MBA from this very institute share some of B school ideas & resources which can be effective at UG level. This collaboration helps in career development initiatives, mentorship programs, and industry partnerships, creating greater professional opportunities.

6. Emphasis on Ethical & Cultural Value

Institutes affiliated with RSET often uphold shared ethical and cultural values, reinforcing integrity, inclusivity, and social responsibility. This helps in creating a respectful and collaborative academic environment. Such an activity is the E waste drive which is conducted by our institute from time to time and spread across the campus, so far as much as 72 kgs of E waste has been collected and handed over to an NGO Threeco.

Conclusion

A strong family culture among institutes of RSET fosters a sense of unity, collaboration, and shared success. By promoting mutual support, resource-sharing, and standardized values, such a culture enhances academic excellence and institutional sustainability while preserving individuality and innovation.

While each institute retains its unique identity, there is a level of standardization in curriculum structure, ethical guidelines, and administrative policies. This balance allows institutes to cater to diverse educational needs while upholding the values of RSET.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Academic Autonomy: Ghanshyamdas Saraf College of Arts and Commerce stands at the forefront of innovation in education, reshaping the landscape of higher learning and empowering the next generation. The College has received approval for Academic Autonomy from UGC and it will implement Progressive Academic Autonomy from 2025-2026. The College is aiming at fosters greater student engagement, satisfaction, and success, creating an energetic learning environment. The college has established strategic collaborations with industry leaders and organizations, offering students practical experiences and fostering research partnerships. These alliances elevate the educational journey while enhancing the college's reputation and global influence.

By implementing autonomy, Ghanshyamdas Saraf College is planning to cultivate a vibrant, adaptable, and forward-focused educational environment. It continues to drive creative exploration, academic excellence, and strategic growth, making a profound impact and shaping the futures of its students.

Effective use of SWAYAM:

SWAYAM is an initiative taken by Ministry of Human Resource and Development, Government of India, to make available quality education from courses by UGC, NPTEL, etc through correspondence. Our College got recognized as the Local Chapter for these exams so that can allot our faculty as mentors for the students pursuing these courses. During COVID Pandemic Period College took Initiative to register students in SWAYAM/NPTEL/Non- NPTEL Courses. Students were enrolled for various courses on Management, Environmental Studies, and IT as part of their project submission. Various teachers became mentors to the students. From 2020-21 to 2023-2024 total 6,498 students were enrolled for variours NPTEL and Non- NPTEL Courses of SWAYAM.

During 2024-2025 Ghanshyamdas Saraf College of Arts and Commerce is ranked 2nd in Maharastra and 25th in All over India amongst Non Autonomus ASC Colleges.

Concluding Remarks :

Ghanshyamdas Saraf College of Arts and Commerce, located in Malad (West), Mumbai, has established itself as a distinguished institution in the realm of higher education, particularly in the commerce faculty. Since its inception, the college has consistently pursued excellence across all domains, including academics, curricular, co-curricular, and extracurricular activities.

Accepting the responsibility of upholding exceptional academic standards while implementing the autonomy to tailor our curriculum, we are dedicated to nurturing a community of learners equipped to tackle present challenges and shape the future. With confidence and determination, we embark on this journey, striving to make a lasting impact and contribute to the ever-expanding realm of knowledge and progress.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification : 175 Answer After DVV Verification :110</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>3219</td><td>3957</td><td>4644</td><td>3751</td><td>390</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>1754</td><td>4717</td><td>4644</td><td>3751</td><td>558</td></tr></table> <p>Remark : Input is edited from 1.2.1 metric.</p>	2023-24	2022-23	2021-22	2020-21	2019-20	3219	3957	4644	3751	390	2023-24	2022-23	2021-22	2020-21	2019-20	1754	4717	4644	3751	558
2023-24	2022-23	2021-22	2020-21	2019-20																	
3219	3957	4644	3751	390																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
1754	4717	4644	3751	558																	
3.3.1	<p>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</p> <p>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>61</td><td>30</td><td>14</td><td>02</td><td>29</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>30</td><td>01</td><td>12</td><td>11</td><td>13</td></tr></table>	2023-24	2022-23	2021-22	2020-21	2019-20	61	30	14	02	29	2023-24	2022-23	2021-22	2020-21	2019-20	30	01	12	11	13
2023-24	2022-23	2021-22	2020-21	2019-20																	
61	30	14	02	29																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
30	01	12	11	13																	
3.3.2	<p>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years</p>																				

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
52	8	1	33	11

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
11	33	1	06	43

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
21	28	07	11	18

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
16	25	07	9	12

4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
195.8495 3	175.8099 3	174.7539 4	125.0411 1	235.6341 0

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
42.12	27.53	52.22	11.46	33.67

Remark : Input is edited excluding postage ,electric expenses telephone ,soft ware expenses etc.

and considering the expenditure on repair and maintenance

5.1.2 ***Following capacity development and skills enhancement activities are organised for improving students' capability***

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
4340	2993	933	523	2228

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
4286	2993	933	523	2228

5.2.1 **Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
1490	1758	1702	1667	1662

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
1169	1412	1649	1614	1629

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 last five years

5.3.1.1. 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 wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
19	11	2	0	18

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
19	11	2	0	13

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
61	61	48	24	55

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
34	31	41	19	29

Remark : Multiple activities on the relatively closer dates to be considered as one only. Input is edited as per it.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
48	46	0	1	0

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
12	0	0	0	0

6.3.3 **Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
57	71	70	14	06

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
55	67	70	14	06

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
26	19	23	23	11

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
26	19	23	23	11

Remark : Input is edited from clarification statement provided by HEI.

7.1.2 **The Institution has facilities and initiatives for**

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: A. 4 or All of the above

2.Extended Profile Deviations

ID	Extended Questions
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1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 91 Answer after DVV Verification : 94																				
2.1	Expenditure excluding salary component year wise during the last five years (INR in lakhs) Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>336.23175</td><td>316.65070</td><td>322.08816</td><td>300.15168</td><td>407.20320</td></tr></table> Answer After DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>319.87</td><td>311.03</td><td>317.16</td><td>294.10</td><td>396.04</td></tr></table>	2023-24	2022-23	2021-22	2020-21	2019-20	336.23175	316.65070	322.08816	300.15168	407.20320	2023-24	2022-23	2021-22	2020-21	2019-20	319.87	311.03	317.16	294.10	396.04
2023-24	2022-23	2021-22	2020-21	2019-20																	
336.23175	316.65070	322.08816	300.15168	407.20320																	
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319.87	311.03	317.16	294.10	396.04																	