YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution
MKLM'S,B L AMLANI COLLEGE OF COMMERCE AND ECONOMICS & M R NATHWANI COLLEGE OF ARTS

- Name of the Head of the institution
Dr. Jitendra Aherkar

- Designation
Principal(in-charge)

- Does the institution function from its own campus?
Yes

- Phone no./Alternate phone no.
02261544000

- Mobile No:
9223341254

- Registered e-mail
iqacmklm@gmail.com

- Alternate e-mail
jaherkar@gmail.com

- Address
NS Road No. 6 Next to Jamnabai School Gate No. 4 JVPD Scheme Vile parle (w)

- City/Town
Mumbai

- State/UT
Maharashtra

- Pin Code
400056

2.Institutional status

- Type of Institution
Women

- Location
Urban

- Financial Status **Self-financing**

- Name of the Affiliating University **University of Mumbai**

- Name of the IQAC Coordinator **Dr. Aruna Singham**

- Phone No. **02261544001**

- Alternate phone No. **02261544005**

- Mobile **8369140847**

- IQAC e-mail address **ancconf@gmail.com**

- Alternate e-mail address **sps28589@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.amlaninathwanicolleges.edu.in/pdf/Amlani%20College%20AQAR%202019-20.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.amlaninathwanicolleges.edu.in/DetailsInfo.aspx?id=49

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.21**	**2017**	**12/09/2017**	**11/09/2022**

6.Date of Establishment of IQAC **01/12/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Arts	Conference	National Commission for Womens	2020 1 Day	50000
Commerce/Banking & Finance	Conference	NABARD	2021 1 Day	50000
IQAC	Conference	NAAC	2021 1 Day	30000
Arts/History	Conference	ICHR	2021 1 Day	150000

8.Whether composition of IQAC as per latest NAAC guidelines Yes

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year 1

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

Complinace with Academic audit for attaing Quality Mandate

Signing of MoU with Rani Durgavati Vishwaviadalya for academic exchange programmes

Received financial assiatance for webinars from Government agencies

Certificate courses for Students in collboration with University of Mumbai

MoU with Placement Agencies for strenghting placement of students

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

Plan of Action	Achievements/Outcomes
To sign international MoUs	**The college had an international Conference on Impetus of Globalization in new Normal with International Insitute of Cambridge,United Kingdom**
To organize student centric webinars	**More than 50 webinars held on with various colleges**
To apply for 2f status under University Grants Commission	**The UGC had approved the file and the letter with be issued soon**
To start new PG courses for students	**The Local Enquiry Committee of University had given Its approval for the Courses**

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committiee	**09/01/2021**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Mobile No:	9223341254
• Registered e-mail	iqacmklm@gmail.com
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• Address	NS Road No. 6 Next to Jamnabai School Gate No. 4 JVPD Scheme Vile parle (w)
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• Name of the IQAC Coordinator	Dr. Aruna Singham

• Phone No.	02261544001
• Alternate phone No.	02261544005
• Mobile	8369140847
• IQAC e-mail address	ancconf@gmail.com
• Alternate e-mail address	sps28589@gmail.com

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IQAC	Conference	NAAC	2021 1 Day	30000
Arts/History	Conference	ICHR	2021 1 Day	150000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes

• Upload latest notification of formation of IQAC	[View File](#)
9.No. of IQAC meetings held during the year	**1**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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Name	Date of meeting(s)
College Development Committiee	09/01/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	29/01/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,

culture, using online course)

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**07**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**796**

File Description	Documents
Data Template	[View File]

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

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**241**

File Description	Documents
Data Template	[View File]

3.Academic	
3.1 Number of full time teachers during the year	**15**

File Description	Documents
Data Template	View File

| 3.2

 Number of Sanctioned posts during the year | **03** |

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**17**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**38940**
4.3 Total number of computers on campus for academic purposes	**28**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

We are affiliated college and hence we follow the curriculum designed by University of Mumbai

• The Head of Department and its member discuss distribution of lectures for each module at the beginning of each semester so that the entire syllabus will covered in all the courses.

• Teaching plan is prepared by every teacher in Lecture diary at the beginning of every semester in order to help them not only to

cover the entire syllabus on time but also to do justice to every topic while teaching.

• Faculty also conducts extra lectures to give a wider scope as per the need of the topic / students.

• Relevant industrial visits for specialized courses are organized to give exposure and practical knowledge, to students, for instance, in course of Banking and Insurance, through educational visit to Monetary Museum of RBI students get an exposure to role, functions of RBI in Indian Economy

• College organized various guidance lectures, while provides he practical approach of curriculum to the students

Teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.amlaninathwanicolleges.edu.in/DetailsInfo.aspx?id=49

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

This institution before the commencement of each semester, college notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations Every department follows the account from time to time and prepare a detail report of their programmed activities.The academic calendars help faculty members to plan their respective course delivery research work academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

• Group discussion amongst the students during the class related to curriculum

• Encourage paper presentation by the students as well as internal

test is conducted for students.

The department carry need based survey programmes, feild works and educational excursions. Project work, dissertations are conducted for fulfillment of their degree.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.amlaninathwanicolleges.edu.in/DetailsInfo.aspx?id=49

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

7

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

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

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

4

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

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

1018

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1018

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

1.3 - Curriculum Enrichment

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

The Institution promotes overall professional development of the students with its greatest possible extent. The IQAC with the

support of teaching departments organize seminars, conferences and workshops on various topics related to human values, environmental issues and gender sensitization. Several capacity building programs are initiated to enrich the students with the general awareness about their rights and laws granted to the citizen by the government. The college aims at creating a wide range of awareness of human and gender rights among the student community. Beside the curriculum teaching the college conducted Four Days Peace Education Awareness Certificate Course and Reshaping Feminism Workshop for the students. The college also published a handbook for students and stakeholders on Human Values & Professional Ethics Code of Conduct to sensitize them more towards Universal Human Values.

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

66

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.amlaninathwanicolleges.edu.in/pdf/STUDENT%20SATISFACTION%20SURVEY%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1920

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

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

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

0

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

2.2 - Catering to Student Diversity

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

On the basis of their preceeding exam performance, current subject performance and class observation, learning speed the students are divided in two groups; advanced learners and slow learners. The faculty adapts a teaching methodology such that she may not lose the attention of the slow learners and turn off the advanced learners. The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners in following ways:

1.Identification of the slow learners and advanced learners in the class

2.To ensure that slow learners and advanced learners are taken care as per their needs

3.To help them out for improvement in their academics

4. Conducting extra lectures for the students

File Description	Documents
Link for additional Information	[NA](#)
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
796	**15**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence.For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, commerce and economics, where they teach mathematics and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Students webinar were orgainsed to enhace their knowlegde and catering new things in the field of higher education learning.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[NA](NA)

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

The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students. The library also has open access to faculty and staff for searching of books via digital platform.The college has well equiped computer lab with wifi facility all over the campus.You- Tube, E- mails, WhatsApp group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make annoucements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.amlaninathwanicolleges.edu.in/pdf/PROCEDURES%20AND%20POLICIES%20FOR%20MAINTAINING%20AND%20UTILIZING%20PHYSICAL,%20ACADEMIC%20AND%20SUPPORT%20FACILITIES%20-%20LABORATORY,%20LIBRARY,%20SPORTS%20COMPLEX,%20COMPUTERS,%20CLASSROOMS%20ETC.pdf

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

2.3.3.1 - Number of mentors

15

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

2.4 - Teacher Profile and Quality

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

15

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

03

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

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

2.4.3.1 - Total experience of full-time teachers

15

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

2.5 - Evaluation Process and Reforms

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

The detail Process of Evaluation Is communicated to the students at the beginning of the programme and course by the Exam Committee and the same is also displayed on the notice board. The students are informed about the internal examination one month prior of the schedule date of examination. The test score is displayed on the notice board, if any students in not satisfied with the marks the exam committee appoint an external examiner to re-assess the paper so that there is transparency in the examination and evaluation system.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NA](#)

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

The continuous evaluation of students is carried out by faculty regarding theory lectures, class test and assignments. The midterm marks are allotted based on defined strategies and displayed on notice board. If students had Query it is discussed with faculty and HOD. The Institute appoints a Senior Supervisor for smooth conduction of examinations . If students are facing any problems, they are solved by the institution Chief Examination Officer. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university

evaluation through college.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	<u>NA</u>

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students.The college has clearly stated Programme Outcomes and Course Outcomes. The Programme Outcomes are mentioned by the University of Mumbai in the syllabi prescribed to each class. Faculty and students are expected to know them. In the beginning of every academic year the programme outcomes are verbally communicated to the students by teachers and during the Principal's address. They are also displayed on college website and brochure. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject and displayed on the website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	<u>https://www.amlaninathwanicolleges.edu.in/ pdf/program-outcome.pdf</u>
Upload COs for all courses (exemplars from Glossary)	<u>View File</u>

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

The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme. Several methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific

problems on University Examination, internal exams and home assignment. At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured.

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

2.6.3 - Pass percentage of Students during the year

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

307

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.amlaninathwanicolleges.edu.in/pdf/PASS%20PERCENTAGE.pdf

2.7 - Student Satisfaction Survey

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

https://www.amlaninathwanicolleges.edu.in/pdf/STUDENT%20SATISFACTION%20SURVEY%202020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

56

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

09

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

08

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The students are given lot of exposure to extension and outreach activities through out the year. The DLLE Cell sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc. The students participating in the Extension Work under this Department are entitled to the benefit of Ten Grace Marks on the satisfactory completion of 120 hours of work under various Extension Work Projects. The Student can enroll for any one of the project in offline mode namely Population Education Club, Career Project , Status of Women Survey etc. Beside this the students also take part in Annual Fest UDAAN

conduction by University of Mumbai in which they showcase their talents by performing Street play in social issues.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

03

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

544

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

06

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The policies regarding creation and enhancement of infrastructure are purely based on ensuring effective teaching and learning process. The departments are asked to prepare their requirements for an academic year to make the process of teaching and learning effective and competitive. Based on the requirements prepared department-wise, the staff council prioritizes the requirements and, resources are allocated from the development fund provided by the college. As modern education is more IT- oriented, priority is given to the modernization of infrastructure to make the teaching-learning process competitive.

Creation and enhancement of infrastructural facilities is considered the basic requirement for effective teaching and learning. This is done with the help of management assistance. Our infrastructure at present includes well-furnished class room / halls, nine departmental chambers, well quipped Principal's chamber, rich library with attached reading room, a spacious meeting hall, IQAC room, women's Hostel, one smart class.

The management has always shown keen in making the infrastructure conducive to effective teaching-learning process. A classroom with uninterrupted power supply and comfortable seating accommodation would provide additional strength to the students and encouragement to the teachers to deliver the best. To ensure this two high power solar panel been installed in the college campus to provide power back-up in addition to a good number of inverters installed at various locations for the same purpose.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](#)

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

The College has the following infrastructural facilities for the conduct of various Programs under respective departments.

Auditorium: An auditorium having an area of functioning well and is used for conducting various collegiate, intercollegiate and university level programs.

Seminar Hall: A well-furnished air-conditioned room with 200 seats and all audiovisual equipment.

Library: A library is functioning in the first and second floor of the Library Block with ample space for reading and reference. OPAC facility has been installed in the library for the smooth identification, retrieval and issue of books. UGC- NLIST service from INFLIBNET is also available in the central library.

Special facilities and equipment for teaching learning and research include projector, smart board, digital podium, CCD T.V and many other equipment available and Semi-conductor Diode. The College also has a spacious playground.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](#)

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

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

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

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

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

23.55971

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

4.2 - Library as a Learning Resource

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

Library is not automated by Integrated Library Management System

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	[NA](NA)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

1.23804

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

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

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

35

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Internet facility and and Wi-Fi is available for students and staff in the entire College during working hours. There are 2 nodes of Internet attached to the computer Lab. All the computers are connected with LAN. Fast Ethernet with a speed of 100 mbps supports internet facility. The services of addition to this the

access to books is facilitated by providing a terminal through which students and staff can easily locate the classification numbers,. Notification for recruitments and competitive examinations, published in newspapers are displayed on the notice board.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>NA</u>

4.3.2 - Number of Computers

28

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

0.51225

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

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

Classroom: - College has big and spacious 16 class rooms with adequate seating capacity for students. All the class rooms are as per building standards with big windows for natural air and light and also equipped with lights and fans. Each class room has green chalk board, and with provision for using ICT tools like LCD projector for power point presentation, audio visual system and collar amplifier are used as and when required.

ICT Support/ Computers: The one of the objectives of the college is to encourage use of innovative ideas and ICT in the field of education. To support ICT in Campus College has 1 Computer labs with 28 computer terminals and all the computers are under LAN with internet connectivity.

Library: - The library is study/reading area with sufficient tables and chairs. The Library has a good collection of books, journals. The staff and students can recommend the books, journals. At prescribed time. The college library get books on approval from book suppliers and publishers, the teacher and non-teaching staff members recommend books. The requisition form/s are collected and the approval is taken from the principal and the order is placed for the resources. The new added library resource like books and journals are displayed in library. The books are classified and stored according to DDC system and the call number label of the book is pasted on the spine for quickly locating the book

Grievance Redressal unit: College has active grievance redressal cell and Anti-ragging cell. These committees are formed as per the guidelines of the University of Mumbai, University Grant Commission and Government of Maharashtra to help and guide the students against any misconduct and misbehaviour within the college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.amlaninathwanicolleges.edu.in/pdf/PROCEDURES%20AND%20POLICIES%20FOR%20MAINTAINING%20AND%20UTILIZING%20PHYSICAL,%20ACADEMIC%20AND%20SUPPORT%20FACILITIES%20-%20LABORATORY,%20LIBRARY,%20SPORTS%20COMPLEX,%20COMPUTERS,%20CLASSROOMS%20ETC.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

0

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

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

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

37

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	https://www.amlaninathwanicolleges.edu.in/pdf/REPORT%20OF%20THE%20EVENTS.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent	**E. None of the above**

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

09

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

65

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

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

Student Council is formed by including representatives elected by the students themselves in a democratic way. The constitution is as per guidelines of University of Mumbai. The council undertakes lot academic and non-academic activities every academic year. There is a democratically elected "College Students" Union, which is constituted in accordance with the rules and regulations of the University of Mumbai.

The students are given representation in College Union, Anti-Ragging Committee, Advisory Committee of DLLE Students Grievances cell, Advisory committee of Women's Cell, College Development Committee etc.

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

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

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

0

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

5.4 - Alumni Engagement

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

The College has registered alumni Association show we can the members of the association are invited and various programs taking place in the college. Association of the college is known by the name Shavika,

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Besides academic excellence in the areas of finance, accounts, management commerce, business education, arts and Mass media: The College are committed to inculcate in all its students, strong ethical values of integrity, politeness, kindness and respect for elders. The College firmly believe that education should foster confidence, discipline clarity in thought and decision-making ability to set and achieve goals, and above all, social responsibility as a lifelong process.

All the students should be self-depended with employment opportunities, for which our students are groomed to think out of the box and engulf articulation, innovation and team work. The MKLM is committed to utilize the changing learning patterns with changes in the methods of instruction coupled with technological advancements, to create an educational experience that will influence the all-round development of students and uphold our commitment towards nation building.

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

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

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

1. Principal Level

Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teacher' council.

2. Faculty Level

Faculty members are given representation in various committees/cells nominated by the Principal in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees, which have been nominated for the academic year 2018-19

- Admission Committee

- Cultural Committee

- Sports Committee

- Attendance Committee

- PTA

- Magazine Committee

- RTI

- Internal Complaint Committee

- Website Committee

- Anti-ragging Committee

- Entrepreneurship Development Committee

2. Student Level

General Secretary of the students' union is the member of governing body. Students are empowered to play important role in different activities. Functioning of different students are the member of the committees:

- Cultural Secretary

- DLLE In Charges

- Sports In Charge

- General Secretary

3. Non-teaching staff Level

Non-teaching staff are represented in the governing body and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

Participative Management

The institution promotes the culture of participative management at the strategic level, functional level and operational level.

Involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, discipline, grievance, support services, finance etc.

Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers.

Operational Level: The Principal interacts with government and external agencies & faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related co-and Extra-curricular activities.

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

• Curriculum Development –College follows curriculum provided by the University as our college is affiliated to University of Mumbai. We contribute to Curriculum development in the following ways. Members are the members of academic bodies of University of Mumbai where they actively participates in curriculum development.

• Feedback obtained by Faculty members from students, Peers and Industry are passed on to the Dean Faculty of Commerce / concerned Board of Studies for review and further discussion.

• Faculty members also participates in the various workshops and meets for syllabus restructuring and revision.

• Teaching and Learning

• Subject departments conduct meetings at regular intervals of time to formulate their teaching plans, question paper setting and assessment schedules.

• Teachers adopt a Lecture-cum-Discussion method.

• Remedial teaching is provided for Slow Learners and special attention is paid to Advanced Learners.

• Each faculty is provided Log Book which contains details about Teaching Plans, Syllabus completion etc. The same is approved by Heads of Departments and ratified by the Principal at regular intervals of time.

• Students are informed about lecture timings and classrooms and a change in them, if any vide Notices.

• Students are encouraged to visit the Library for reference reading.

• Students are allowed to access to the Computer Labs for study and research purposes.

• Presentations on subjects are made by students with the help of LCD/ Projectors and internet.

• Critiques, Reports Writing, Seminars, Quizzes, Debates, Group Discussions, Group Projects, Games and Simulations are used for collaborative learning.

• Students are motivated to use E-learning and Blended Learning through Open Learning initiatives.

• To inculcate critical thinking intra-class debate competitions group discussions and presentations are arranged. Such activities help to develop logical thinking, communication skills and self-confidence in students.

• Students are given opportunities both to participate in, as well as organize inter-collegiate events.

• Students are encouraged to participate in activities organized by the DLLE. The activities organized by these committees facilitate the all-round development of students, particularly with regard to team building, resource mobilization and allocation, time management, practical accountancy etc.

• Examination and Evaluation

• The College is affiliated to University of Mumbai and follows the system of examination provided by the University.

• During the Orientation Program students of First year are explained about the procedures of examination to be conducted and also provides the information about the procedures of examination to be conducted and also provides the information about the CBGS to the students.

• At the beginning of the academic year the examination committee prepares the schedule to be conducted that enables the faculty and

students to plan their teaching and learning schedules.

· Question papers set by faculty are verified by HOD's of respective department to ensure that they adhere to standards.

· Revaluation and moderation of the examination papers are done as per University rules and regulations.

· The students are sensitized well in advance on the consequences of using unfair means.

· Answer papers are masked to ensure unbiased assessment.

· Assessment is centralized as per the University rules.

· Meeting of the students with poor performance was conducted with their parents. They were counselled about improving their performance. They were provided with previous years question papers. They had to solve and submit the same. There was improvement in the subsequent examination result.

· Research and Development

· Library and an internet facilities are made available to all students and faculty members.

· Talks by eminent personalities are arranged to foster a scientific temper and develop an aptitude for research culture among students allocating Guides to under-graduate students for undertaking Research Projects.

· College Organizes Research Workshops, Seminars and Conferences at National and College level.

· Duty leave is sanctioned to support staff for undertaking research activities and also registration fees along with TA is provided to the staff participating in National and International Conferences / Seminars.

· Library, ICT and physical infrastructure / instrumentation

· Special printers are available for generation of barcode labels as well as for general purpose use. Intranet and Internet facilities are available for the users. Wi-Fi is made available in the entire College.

· **E-Journals and E-Books were available to the faculty and students.**

· **Our library has software India Stats and INFLIBNET.**

· **The Library has also installed OHP Projector and User Scanner facility for students and teachers.**

· **Tally ERP software is used for accounting purpose.**

· **Human Resource Management**

· **Orientation and training programs are periodically organized for new recruits are arranged on regular intervals.**

· **Recreation programs are also organized for Faculty, non-teaching and supportive staff.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.amlaninathwanicolleges.edu.in/pdf/STRATEGIC%20PLAN%202020-21.pdf
Upload any additional information	**No File Uploaded**

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

The College is affiliated to the University of Mumbai and enjoys minority status. The management recruit the staff on approved and contractual basis

· **The vacant post(s) of the faculty is / are widely advertised and applications are invited. The Principal and the concerned Head of the Department carry out the scrutiny of the applications and candidates with higher merit are called for an interview before the Selection Committee. Proceedings of the Selection committee are sent to the University for the Vice-Chancellor's approval. After getting the approval of the Vice-Chancellor, faculty is appointed on probation for 1 year.**

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the Institution webpage	https://www.amlaninathwanicolleges.edu.in/pdf/Organogram.pdf
Upload any additional information	No File Uploaded

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

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

6.3 - Faculty Empowerment Strategies

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

Teachers provided with financial support to attend confidences/ workshops and towards membership fee of professional bodies during the year.

Institution conducts internal and external financial audits regularly.

The Governing body and Principal take active interest in monitoring the financial resources of the College. The Principal prepare Annual budgets before commencement of academic year and submit the same to the Top management for approval. The budgeting and formally specified procedures have a built-in mechanism to ensure effective and efficient use of financial resources of the college. The principal presented the budget before CDC for approval. The financial accounts of the Institute are maintained

by using ERP Tally software.

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

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

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

05

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

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

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

02

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

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

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

03

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

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

The performance of each employee is assessed annually after completion of one year of service.The performance of each faculty member is assessed according to the Annual SelfAssessment for the Performance Based Appraisal System (PBAS).Promotions are based on

the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.All non-teaching staff are also assessed through annual confidential reports andannual performance appraisal.

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

6.4 - Financial Management and Resource Mobilization

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

The Governing body and Principal take active interest in monitoring thefinancial resources of the College. The Principal prepare Annual budgets beforecommencement of academic year and submit the same to the Top management forapproval. The budgeting and formally specified procedures have a built-in mechanism to ensure effective and efficient use of financial resources of the college. The principal presented the budget before CDC for approval. The financial accounts of the Institute are maintained by using ERP Tally software.

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

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

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

0

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

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

The college has a well-defined mechanism to monitor the utilization of available financial resources for the development of the academic processes and infrastructure development. Institutional budget is prepared by Accounts department with the consideration of Principal and submitted to the Chairman for final approval. This process is done every year in CDC meeting taking into consideration of recurring and non-recurring expenditures. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different cells viz., R& D Cell, Exam Cell, DLLE Cell, etc. are instructed to submit their budget to Account office. All the major financial decisions are taken by the Chairman along with Principal of the college.

File Description	Documents
Paste link for additional information	[NA](#)
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

Complinace with Academic audit for attaing Quality Mandate.Signing of MoU with Rani Durgavati Vishwaviadalya for academic exchange programmes.Received financial assiatance for webinars from Government agencies.Certificate courses for Students in collboration with University of Mumbai.MoU with Placement Agencies for strenghting placement of students

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

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

We are affiliated college and hence we follow the curriculum designed by University of Mumbai

· The Head of Department and its member discuss distribution of lectures for each module at the beginning of each semester so that the entire syllabus will covered in all the courses.

· Teaching plan is prepared by every teacher in Lecture diary at the beginning of every semester in order to help them not only to cover the entire syllabus on time but also to do justice to every topic while teaching.

· Faculty also conducts extra lectures to give a wider scope as per the need of the topic / students.

· Relevant industrial visits for specialized courses are organized to give exposure and practical knowledge, to students, for instance, in course of Banking and Insurance, through educational visit to Monetary Museum of RBI students get an exposure to role, functions of RBI in Indian Economy

· College organized various guidance lectures, while provides he practical approach of curriculum to the students

· Teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.amlaninathwanicolleges.edu.in/pdf/REPORT%20OF%20THE%20EVENTS.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college focused on gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions. Specific initiatives with respect to key areas are as follows:

1. Celebrations of National and International Women's Day

2. Organizing webinars on Reshaping Feminism and Yoga: Rejuvenating Life Skills

File Description	Documents
Annual gender sensitization action plan	NA
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.amlaninathwanicolleges.edu.in/GalleryPhotos.aspx?id=31

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

The College has deep concern to protect environment, health and well-being through implementation of effective waste management practices such as segregation of waste in dry and wet compoenent. Awakening to control 'throw-away' life style and grow consciousness of generating less waste among students, staff and faculty members has also been adopted. Our house keeping staff, gardeners and sweepers help in segregation of waste

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	NA
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Our College takevarious initiatives in the form of celebration of days of Eminent personalities National Festivals like Narional Womens Days, Tigers Days,etc.Eminent PersonalitesBirth Anniversary is celebrated like Savitri Bai Phule Jayanti is clebrated everyyear on 8th March.The college students and faculty members

celebrates "navaratri" every year in the college campus.Navaratri is a floral festival that is associated to the prominent battle that took place between Durga and demon Mahishasura and celebrates the victory of Good over Evil.The festival spans nine nights.After this function many cultural programs are conducted in an traditional manner.National Festivals and Dayshelp in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities..All teaching,non teaching staff and students participate for the cause of nation.

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

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

The college observethe importance of inculcating the constitutional obligations, values, rights, duties and responsibility in both staff and students , the college has taken the initiation of introducing the Constitution of India. The College also conduct regular programme on women rights and responsibilites along with National Commission for Women and National Human Rights Commission.Several programs that are aimed at the promotion of various constitutional rights, duties, and responsibilities of citizens are organised throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes	A. All of the above

professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

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

Our College takevarious initiatives in the form of celebration of days of Eminent personalities National Festivals like Narional Womens Days, Tigers Days,etc.Eminent PersonalitesBirth Anniversary is celebrated like Savitri Bai Phule Jayanti is clebrated everyyear on 8th March.The college students and faculty members celebrates "navaratri" every year in the college campus.Navaratri is a floral festival that is associated to the prominent battle that took place between Durga and demon Mahishasura and celebrates the victory of Good over Evil.The festival spans nine nights.After this function many cultural programs are conducted in an traditional manner.

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Best Practice- I

Title of the Practice

Environmental Awareness and Protection

Goal

The major aims of the practice followed by the institution are

- To inculcate awareness about environment and to generate a sense of environment protection among students.
- To induce students to act in a fashion that facilitates protection of environment.
- To increase the number of trees within the campus and thus make the campus more green.
- To make all stakeholders aware of the hazards related to use of plastic and other non-degradable resources.
- To encourage to reduce, reuse and recycle of materials.
- To implant the concept that, resources such as freshwater is scarce and prudent use of the resource is very important.
- To extend the consciousness among local community through extension activities.

The Context:

Environment, as a common property resource, is over utilized and polluted. If it is not properly taken care of acts of overutilization and pollution will in turn endanger us. Development almost has deteriorated the environment. However, students can play an important role to protect the environment. Moreover, substituting plastic by other environment friendly materials makes products costly. So, people often do not accept these things not only due to their lack of awareness of environmental issues but also because they do not want to spend more when cheap, though hazardous, products can be availed very easily.

The Practice

a) The major practices that the institution followed are Students are requested to stop the use of plastic or at least to reduce use of plastic. Use of plastic and thermocol in the canteen are not

allowed.

b) All Stakeholders are requested to use both sides of a paper. The office staff and teachers generally follow the practice.

c) Though the impact of electronic communication and networking on carbon emission is debatable, office staff and teachers are encouraged to use LAN facility and e-communication.

d) Trees are planted to make the campus more green. 'Save Trees, Save Institution' campaign was launched.

e) Students and staff are encouraged to save consumption of electricity. However, the constraints are the ingrained culture of the stakeholders, non- familiarity of some staff and teachers with e-communication etc.

Evidence of Success

There are some evidences of success.

1. Visible reduction in use of plastic has been observed.
2. Some students and a good number of teachers are seen to switch off electrical gadgets when not required.
3. The target of formation a Nature Club was achieved and a number of talks have been arranged by the club members.
4. The long term effect of 'Pick the Paper' programme is not borne out properly through some good results on a short term basis registered.

The results indicate that such programmes have positive effects but the effects attenuate if continuous efforts are not made.

Problems Encountered and Resources Required

The problems encountered are already described as constraints. The programmes could not ensure wholehearted participation of all sections of students. The financial resource required is not very significant. The available infrastructures are used to carry out such programmes. The teachers associated with Nature Club, NSS and all the students are the major human capital used. The Institution used internal faculty and staff to deliver talks.

Notes (optional)

Such programmes can be better implemented if cooperation from

local panchayat, administrative authorities is sought. This may ensure participation of local community in such activities. Even Maharashtra Government also awarded for the same.

BEST PRACTICE -2

PARTICIPATORY DECISION-MAKING PROCESS.

Goal:

- To achieve the vision and mission of the institution
- To build a healthy institutional culture
- To involve the staff and the students in decision-making process
- To ensure transparency both in the academic and administrative activities.

The Context:

It is extend to which the College management allows and encourages the stakeholders to share and participate in the institutional decision-making.

The Practice:

This is being practiced from the year 2017 onwards. The practice of this process is summarized in the following two flow charts.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

- Prime location: Geographically the college is ideally situated at the heart of the city. It is near famous Jamnabai School and Juhu Police station.and is well connected by road and railways. It is approachable both from railway stations and there are bus routes to cover up nearby places.
- Progressive and supportive management with the motto of helping the under privileged sections of society and hence

contribute for national development.

- Competent, qualified, committed and enthusiastic faculty members who are academic minded. The leadership is provided by a committed Principal. The faculty has long experience in the profession.
- The most remarkable strength of the institution is the cordial relation among the students and the teaching and non-teaching staff of the college.
- Highly secure environment with CCTV Cameras.
- Spacious library with large number of books, internet and Wi-Fi facility.
- Vibrant cultural and sports culture and scope for extension activities.
- As the institution is in prime location, there is great opportunity to develop linkages with industries and hence to improve job opportunities.
- There is scope to start add-on courses./ self financing courses
- As it is the girls college, there is a scope for gender sensitization and women empowerment.

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

7.3.2 - Plan of action for the next academic year

1. To Sign MoU with Universities and Placement Agencies

2. To Undertake Research Activities in the feild of Social Sciences

3. To Start new PG Courses