YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   KHAIRUL ISLAM HIGHER EDUCATION SOCIETY'S, MAHARASHTRA COLLEGE OF ARTS, SCIENCE AND COMMERCE.

- Name of the Head of the institution   Dr. Sirajuddin H. M. Chougle

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   02246097141

- Mobile no   9821681570

- Registered e-mail   principal@maharashtracollege.org

- Alternate e-mail   sirajchougle@gmail.com

- Address   246 A, Jehangir Boman Behram Marg,Bellasis Road,

- City/Town   Mumbai

- State/UT   Maharashtra

- Pin Code   400008

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Urban

- Financial Status   **UGC 2f and 12(B)**

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

- Name of the IQAC Coordinator   **Dr. Rakhshandah Aamir Hani**

- Phone No.   **9819002133**

- Alternate phone No.   **02246097141**

- Mobile   **9819002133**

- IQAC e-mail address   **iqac.mahaclg@gmail.com**

- Alternate Email address   **rakshihani@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://maharashtracollege.org/assets/pdf/AQAR-2021-2022.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://maharashtracollege.org/assets/pdf/Academic%20Calendar%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.95**	**2004**	**16/02/2004**	**15/02/2009**
Cycle 2	**B++**	**2.88**	**2017**	**22/02/2017**	**21/02/2022**
Cycle 3	**B++**	**2.87**	**2023**	**21/08/2023**	**20/08/2028**

6.Date of Establishment of IQAC   **07/07/2009**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**-**	**00**

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

- Upload latest notification of formation of IQAC

9.No. of IQAC meetings held during the year   04

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

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

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

- If yes, mention the amount

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

On January 12, 2023, a workshop titled "New Education Policy-2020: Implications for the Future" was held to better understand the framework of NEP-2020

The IQAC of Maharashtra College and NSS College conducted a Faculty Exchange Programme specifically for T. Y. B. Com students to gain in-depth knowledge from different faculties with regard to their specialized subject as well as their experiences.

On March 15, 2023 CAS interviews were conducted for 6 teachers as Associate Professors and 13 in various stages of Assistant professorship.

On May 17, 2023, a national webinar on 'Energy Conservation and Lifestyle for Environment' was organised to support the Government of India's initiatives in the energy and resources sector, as well as to promote the prime minister's vision for LIFE (Lifestyle for Environment) pertaining to an environmentally sustainable lifestyle.

Under the National Intellectual Property Awareness Mission (NIPAM), the Government of India organized an Intellectual Property Rights Awareness Programme in collaboration with the Ministry of Commerce and Industry, the Department for Promotion of Industry, and the Internal Trade Office of the Controller General of Patents, Designs,

and Trademarks on September 21, 2022.

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
Student Related Activities	In order to provide a brief overview of the functions and activities of college, Orientation programme was held for the first year classes fof all faculties rom 11th to 13th August, 2022 . Interactive session of final Year students was conducted on 13th, 16th & 17th March 2023 so as to have a transparent discussion with the Principal and present their observations and recommendations freely. The IQAC of Maharashtra College and NSS College conducted a Faculty Exchange Programme specifically for T. Y. B. Com students to gain in-depth knowledge from different faculties with regard to their specialized subject as well as their experiences. It also included Presentation Skills and Motivational Skills on how to present their papers at the University level. The six-day programme included lectures from professionals in Cost Accounting, Economics, Financial Accounting, HRM, Export Marketing, and Indirect Taxation (GST).
Initiatives for Faculty	Workshop on 'Filling CAS forms as per New UGC regulations (7th Pay)' was organised on October 20, 2022 for benefit of all teachers and their queries were solved. CAS On March 15, 2023 CAS interviews were conducted

	for these teachers by inviting respective subject experts and representatives from the University and State Government. The process was completed for 6 teachers as Associate Professors and 13 in various stages of Assistant professorship.
Environmental Consciousness	An online national-level E-Quiz on "Environmental Sustainability" was conducted on June 5, 2022 to promote sustainable environmental practice. On July 12, 2022, Paper Bag Day was observed by informing students about the significance of World Paper Bags Day. The students were encouraged to use paper or cloth bags every day and to avoid using plastic as much as possible in order to reduce our reliance on paper. On May 17, 2023, a national webinar on 'Energy Conservation and Lifestyle for Environment' was organised to support the Government of India's initiatives in the energy and resources sector, as well as to promote the prime minister's vision for LIFE (Lifestyle for Environment) pertaining to an environmentally sustainable lifestyle. All three presenters, Ms. Rania Lampou, Mr. Rudra Prasad Ghimire, and Mr. Sohail Shaikh, offered their perspectives on the many facets of the issue.
Healthcare	Cancer Awareness and screening camp was conducted on February 4, 2023 in collaboration with and Cancer Patients Aid

	Associations (CPAA)and Service to Humanity Charitable trust. The objective was to create awareness about the fear and misconceptions about cancer and encourage larger number of individuals to sign up for the screening of oral cancer, Uterine cancer, cervical cancer and breast cancer. 110 BMC workers,42 college staff and 62 college students avail this free checkup facility
Social Outreach	An Aadhaar card updation camp was organized for the teaching and non-teaching staff on April 20, 2023 as it is required by government guidelines to update Aadhaar cards every ten years. 22 teaching staff, 8 non-teaching staff and 16 students were benefitted from camp.
Gender Sensitization	On February 7, 2023, a special programme for female students was organised in collaboration with the Mumbai Aman Committee - Ladies Wing. Advocate Hurya Patel gave a presentation on simple processes for applying, updating, rectifying, linking, and receiving crucial papers such as PAN Card, Aadhaar Card, Passport, Domicile, and so on. Mrs Munira Gigani taught the girls how to attain success by loving and respecting their parents, putting in hard work, and creating and achieving goals with sincerity and commitment. She advised them on how to become successful by being passionate about their goals and avoiding distractions. Ms Gazala Aazad spoke on the need of self-

	defense and offered some demonstration methods. She mentioned that women should be cautious, vigilant while exchanging personal information with friends or on any internet platform.
Patriotism	A mega Awareness rally to create awareness of Har Ghar Tiranga initiative of Government of India was conducted on August 13, 2022. The rally was attended by 75 NCC cadets, 25 NSS volunteers, and 15 College staff members, including the supervisor and Principal. The objective of rally was to encourage people to bring home the Tiranga (Tricolour) and to hoist the national flag to commemorate India's 75th year of independence. The purpose of the campaign is to instill a sense of patriotism in people and raise awareness of the Indian National Flag.
Research oriented activities	National Conference on 'Commercialization of Education: Impact on Marginalized Sections of Society' was organized on 27th& 28th August 2022 with an objective to discuss the impact of commercialization and privatization in education, studying the impact of coaching institutes in the deprivation of marginalized students, formulating a well-informed opinion about equal opportunity for all in education, and analyzing the issues faced by poor students while attempting NEET & JEE exams without being able to acquaint themselves with

	the issues faced by poor students. The conference was able to hold relevant discussions by presenting research papers on various topics related to commercialization/privatization. The speakers presented an excellent collection of ideas, leaving the audience torn between the benefits and drawbacks of commercialization. Under the National Intellectual Property Awareness Mission (NIPAM), the Government of India organized an Intellectual Property Rights Awareness Programme in collaboration with the Ministry of Commerce and Industry, the Department for Promotion of Industry, and the Internal Trade Office of the Controller General of Patents, Designs, and Trademarks on September 21, 2022. The program's resource person largely focused on the aims of IPR in stimulating innovation and creativity, particularly among businesses and higher education institutions, as well as processes to apply for it and strategies to defend it. All participants received certificates from the Government of India.
Program for non-teaching staff	An interactive discussion with non-teaching employees to explore the paperwork and accreditation processes was conducted on September 21, 2022. The IQAC team thoroughly addressed the seven criteria and the documents required for each requirement. The Principal

	discussed the softwares used for various purposes such as admission, examination, attendance, and so on, and instructed all non- teaching staff to learn how to use such softwares. They were also made aware of their obligations, rights, and the significance of discipline.
Promotion of Values	To improve students' understanding of life's qualities, a workshop on 'Self Purification and Development' was conducted on 27thSeptember 2022. Dr. Rakhshandah Hani, the resource person, emphasised the core notions of self-purification such as having a good heart, good behaviour, and good intentions, self-discipline, forgiving, giving up unwanted cravings, self-analysis, and so on. She told the students that knowledge without education or self-purification is dangerous because it creates ego and hubris, which can lead to a person pursuing the world in a destructive and corrupt manner. A variety of instances were used to demonstrate to the pupils the importance of personality development and self-purification.
NEP Preparedness	On January 12, 2023, a workshop titled "New Education Policy-2020: Implications for the Future" was held to better understand the framework of NEP-2020 and the college's preparedness for the NEP. The resource person, Dr. Vijay

	Joshi, explained the inadequacies in the current education system and how NEP intends to produce more skilled students who are ready to become entrepreneurs or job-ready right away. He largely focused on the structural changes that will occur as a result of the NEP's implementation, particularly in academia and administration. Furthermore, he provided a clear understanding of what critical adjustments must be made so that they can immediately apply the NEP.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	01/10/2023

14.Whether institutional data submitted to AISHE

Part A
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• Alternate e-mail	sirajchougle@gmail.com
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13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	01/10/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	19/12/2022

15.Multidisciplinary / interdisciplinary

The College offers Value added courses in different disciplines which is open for students belonging to any faculty. Certain departments conducts programs allowing participation of students from various streams for example the Department of Economics under Planning Forum encourages students from science faculty. On the other hand Science Association keeps its events open for Arts

and Commerce students. Issues under environmental Science are covered with students belonging to different faculty. Sarus Nature Club organises programs on Environmental Challenges like Water Conservation, Control of Pollution; activities related to Gender Sensitivity, Women safety, moral values and others are conducted for all students irrespective of their area of specialization.

16.Academic bank of credits (ABC):

The Institution is affiliated to University of Mumbai has registered all its Degree College students under Digilocker. After registration, the students received log in id and passwords. The Exam Committtee has been instructed to update credit scores of students on the Academic Bank of Credits, once NEP is fully implemented. Currently, the institution has implemented internal credit transer and is pursuing international collaboration as per the directions of the University in future.

17.Skill development:

The institution has introduced Skill based Certificate Course in Landscaping approved by National Skills Qualification Framework. IQAC runs Value education course for the first year students. Personality Development Course and Course in developing English Language Skills has also been initiated. Certain departments conduct activities aimed at skill development such as department of Management studies assign live projects to students to develop research skills. The Curriculum has scope for project based learning in which students participate in groups wherein they learn the importance of team work, develop leadership qualities, communicative and presentation skills.

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

On the Occasion of International Mother Language Day all the Language departments of the Institition organize programs for all students with an objective to create appreciation for the rich diverse cultural heritage of India. Student participation is encouraged in activities arranged by different language departments such as Marathi, Hindi, English, Urdu and Arabic. The library stores books on varied subjects upholding the Indian Knowledge System. Inter and intra collegiate Cultural programs for students such as plays, songs, monologues and others create knowledge about Indian culture. Days of National significance such as Independence Day, Republic Day, Labour Day, Constitution Day, etc. are also celebrated.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The Institution runs 21 Programs and more than 200 Courses. The Course outcomes are declared in the syllabus of every course. The topics under each syllabus are in accordance to the course outcomes. The institution makes these course outcomes visible on its website to enable the students to make their choices. Teaching - Learning practices are adopted in accordance with the outcomes to be acchieved. Examination papers are designed to assess the ability of students in attain these course outcomes.
20.Distance education/online education:
The institution has yet to utilise this mode of learning in a phased manner. Presently, the College informs and encourages students to take up online courses offered on SWAYAM and NPTEL platform. The institution is planning to frame online courses related to certain programs in the future.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**549**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2449**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**00**

File Description	Documents
Data Template	View File

2.3	**778**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**40**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**53**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**33**
Total number of Classrooms and Seminar halls	

4.2	**96.4**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**220**
Total number of computers on campus for academic purposes	

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

One of the most important curricular components, according to the college, is the efficient delivery of the curriculum. IQAC prepares the academic calendar of the year as prescribed by the University and executes it rigorously. The central time table committee prepare a time table schedule for all the streams. The Heads of all departments conduct the meetings to distribute workload, allot subjects, and plan the activities of the department. Individual teaching plan and syllabus completion report is submitted by each teacher to IQAC. Apart from conventional teaching method, Other methods such as Projects,Quizzes,Group Discussions, Demonstrations, Debates, Power Point Presentations, Videos, Case studies, Guest lectures, remedial classes for slow learner, excursion, internship etc. are also adopted. Different ICT and library resources such as INFLIBNET, e-journals, Book Bank facility etc. are constantly upgraded to ensure an effective teaching-learning process. Also, an Orientation Programme is conducted for First yeas students. The college encourages faculty members to attend Orientation/Refresher courses, FDP, STC, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum. Periodically, Academic review and feedback is taken from all stakeholders. The Principal monitors the effective implementation of the Calendar.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

As per the arrangement of terms announced by University of Mumbai, IQAC prepares an Academic Calendar which comprises tentative dates of examinations, co-curricular activities, end of term and vacation period. The activity schedule is clearly understood by faculty and students and adhere to it. It makes it easier to cover the curriculum as intended. The college academic calendar and the time table of each class is published on the college website. Continuous Internal Evaluation (CIE), which includes seminars,

project work, class exams, MCQs, Viva voce, internal examinations, and semester examinations, regularly tracks the academic progress of the students. Examination committee is formed at the college level to monitor the overall internal assessment process. The exam schedule is shared with students in their common networking group. Following college exams, a results committee ensures that results are announced within a month.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

24

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)

10

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

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

429

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 tries to inculcate values and ethics among its students through different co-curricular and extra-curricular activities. Several cross-cutting issues are integrated in the syllabus of different courses, for example, Economics has two courses on environment titled 'Environmental Economics', Sociology has a course on 'Gender and Society', Foundation Course I & II,

Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, and Hindi Literature etc. Students acquire gender sensitivity, environmental awareness, and moral and social values through these courses. Students are encouraged to participate in different programmes like online quiz contests organized at intra-collegiate and intercollegiate level. Humanistic values are promoted through the activities of the IQAC, WDC, NSS and NCC, Community outreach and other social welfare programmes, Value education and mental health workshops, upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations etc.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

13

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

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

1326

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://maharashtracollege.org/feedback.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://maharashtracollege.org/feedback.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

945

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

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

The teachers evaluate the background knowledge of the students by asking thought-provoking questions based on the topics taught in

the previous lecture. Difference in the participation level helps the faculty members to understand the variations in understanding levels of the students. This activity is exercised for all the classes. After completion of the unit, the students are motivated to undertake a quiz based on the unit taught. The difference in the performance level of students helps the teachers to get an insight into the grasping level of the students. Accordingly, the lectures are planned to fulfil the needs of both, slow learners and advanced learners.

In addition, the students of all the classes are given assignments related to their courses. Assessment of the assignments serve to understand the cognitive level of the students. Following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters, providing notes in simple language, regular tests, etc.

To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as the conduct of workshops, seminars, debates, etc. Advanced learners are also provided with additional reading and reference material.

The performance of the students is monitored through regular mentor-mentee sessions.

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

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

Number of Students	Number of Teachers
2449	60

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- Lectures and practicals are used to impart knowledge and strengthen the basic conceptual understanding of the learners.
- Interactive Learning is encouraged through students' participation in group discussion, role- play, subject quiz, introducing self/others, etc.
- Participative learning is encouraged through Students' Seminar, different competitions, exhibition of working models, educational visits, etc.
- Question and answer sessions offer a two-way process that benefits both teachers and students.
- Class tests are conducted regularly to counsel the students.
- Subjects such as Computer Science, Botany, etc. demand Project-based Learning. Students are guided in the preparation of projects.
- Problem-solving methods are used to develop the understanding of the learners.
- Experiential learning through short and long excursions was arranged to acquire first-hand knowledge on the subjects and current practices.
- Film adaptations, YouTube Videos, and animations help to improve the critical and analytical thinking of the learners.
- Students are motivated to make presentations which are assessed and evaluated regularly.
- College provides internship opportunities to students to gain valuable on-the-job skills, provide excellent networking opportunities, take part in meetings and understand a professional environment.
- Department of Lifelong Learning and Extension provides hands-on training in data collection, entrepreneurship skill development and internships.
- Journals, e-journals, videos, CDs and digital database are provided.

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

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

ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms,

E-learning resources. Digital white boards were used for enhancing the learning experience of the students.

Online Guest lectures (How to file ITR, "Three Women's Texts and a Critique of Imperialism by Gayatri Chakravorty Spivak", etc.) to enlighten the students on the contemporary areas.

Webinars were arranged to increase the knowledge of the students. For example, Samagam: Journey of an Extra-ordinary Enterpreneur, National level webinar on "Career guidance", etc.

PowerPoint presentations and YouTube videos were used to clarify the concepts and make the teaching-learning process effective.

E-books and e-journals were shared with the students for increasing their knowledge-base.

Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Eg. Documentary Screening at Dosti House, "Wonders in Science", "Life in colour" by David Attenborough, etc.

Tests and assignments were conducted using Google Forms.

Online Quiz on topics related to the prescribed syllabus (Islamic Teachings on Women Equality, Prophet for All, Quiz competition on "Python Programming", Ms-Paint Competition, Reels and Memes Competition, Intercollegiate Mathematics Quiz Competition) were organized.

Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

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

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

2.3.3.1 - Number of mentors

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

40

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

30

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

621

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.

Our college adopts the pattern and schedule of examination prescribed by the University of Mumbai. The institution has appointed College Examination Committee for the smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at departmental level for regular evaluation of students. In addition, students are assigned projects, tests and assignments. Viva-voce is conducted to assess the understanding of students.

Additional exams are scheduled for students who are unable to appear for regular exams due to medical reasons or participation in sports, cultural, NCC, NSS activities. Unsuccessful students are given an opportunity to appear for ATKT exams which are conducted every semester.

Students with learning disability, physical disability and visual

disability are given additional time (as prescribed by the University) for writing their papers. Similarly, grace marks are awarded to the students as stated by the University of Mumbai.

Students who are a part of Department of Lifelong Learning and Extension (DLLE), National Service Scheme (NSS), and National Cadet Corps (NCC) are awarded additional 10 marks as stated by the University.

The results of each program are analysed to evaluate the overall performance of the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

As per University guidelines, assessed papers are moderated by an external moderator and moderator's feedback is taken to keep transparency in assessment. The facility of revaluation by an external examiner is provided to students who are not satisfied with their marks/ assessment. The college has an Unfair Means Committee which looks into the matters related to unfair means used by the students during their examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Programme and Course Outcomes are stated in the syllabus prescribed by the University of Mumbai. These are also displayed on the college website so as to facilitate a quick access to the outcomes specific to different programmes. Our college continuously strives to accomplish the Course Outcomes prescribed for each programme. The objectives and the outcomes of a specific course are communicated to the teachers through syllabus revision

workshops organized by the University of Mumbai. These workshops communicate the need and purpose of the course as well as guide the teachers to achieve the Course Outcomes set by the university. The teachers on their part discuss the course and its outcomes with the students at the beginning of the academic year to introduce the students to a given course. Throughout the academic year, the process of teaching-learning is directed towards achieving these outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://maharashtracollege.org/pos-psos.html
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The Programme and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. Teachers plan their teaching schedule and lessons keeping in mind the objectives and outcomes of a given course. The Head of the Department regulates the adherence to the time-table by all the members of the department so that the prescribed syllabus is completed on time.

Guest lectures, industrial visits, field visits, etc. are organized regularly to enhance the understanding of the prescribed topics. Film adaptations, YouTube Videos, and animations and other ICT tools are used to develop interest and improve the critical and analytical thinking of the learners.

Students are motivated to participate in co-curricular and extra-curricular activities at intra-collegiate as well as inter-collegiate level to gain further insights into their subjects.

Certificate courses such as Value Education, Direct and Indirect Tax, etc. are run by the institution for the holistic development of the students.

Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback is taken from the students which helps to

evaluate the course outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

338

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

2.7 - Student Satisfaction Survey

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

https://maharashtracollege.org/feedback.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

09

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

00

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

3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Centre and other initiatives to create and

transfer knowledge. It has signed MOUs with EXCELR: Raising Excellence, NSS College of Commerce and Economics, Research Academy of Social Sciences, Mumbai, Dr. Rafiq Zakaria College for Women and M.D Collegeand Kirti College to provide exposure to various courses and organize webinars, bridge courses and lecture series in Mathematics and Statistics to facilitate students with better understanding and exposure in their subject areas. MoU with NSS college has opened up an opportunity to conduct Faculty Exchange programme for Accounts and Finanace. Besides these, intershop programmes in Here Maps, Quick Heal and Times of India give the young minds opportunities to explore the world of technology based training and learning. Collaborative workshops, webinars and conferences likeNational level webinar on "Energy Conservation and Lifestyle for Environment",National Conference on 'Commercialization of Education:Impact on Marginalized Sections of Society" help students and teachers to create awareness on repective fields. The Incubation Centre of the college is also very active and theTalk on "Samagam: Journey of an Extra Ordinary Entrepreneur" motivated the participants to experiment the new road to entrepreneuship.

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

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

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

62

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

3.3 - Research Publications and Awards

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

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

31

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

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

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

18

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

3.4 - Extension Activities

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

Maharashtra College of Arts, Science and Commerce inculcates social values and responsibilities to all its stakeholders by engaging in active extension activities in the neighbourhood to sensitize students to social issues and promote community relationship. The institute's step towards embracing a green culture by installing solar panels in the college terrace thereby reducing its carbon footprint itself has created ecoconsciousness in all its stakeholders. The college has active NSS and NCC Units that engage in effective activities addressing various social, environmental, and even personal issues like cleanliness drives and tree plantations. Tree plantation and cleanliness drives are scheduled regularly. Besides these student and community oriented activities like blood donation camps, health check up camps, traffic regulation during festivals, self defense workshops and departmental activities help in sensitising and creating awareness amongst the students. Further, observation of important days like Independance Day, Republic, Mahatma Gandhi Jayanti,have a positive impact on the students, creating alert youth for a better and safe future.

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

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

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

00

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

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

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

25

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

1705

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

3.5 - Collaboration

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

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

11

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

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus accommodates two buildings, a seven-storeyed main building and Annex Building with mezzanine floor. The college hall has a capacity of 400 seats and it is situated on the ground floor. There are in all 33 classrooms available from the first to the seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. The college is committed for supporting and promoting effective teaching and learning practices. The college library is situated on the seventh floor. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. The college auditorium is situated on the ground floor of the building with a decent, fully air-conditioned, noise-free

space with a capacity of 100 people. It has all the features of an ideal auditorium with a perfect light and sound system, LCD projector, screen, and well-designed permanent dais. The college has 18 classrooms with ICT-enabled facilities with perfect light and sound system, internet facilities, LCD projector and screen. Information and Technology and Computer Science department have five well-equipped computer labs and one specially created computer lab for commerce faculty.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://maharashtracollege.org/campus.html

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

The college has a quadrangle hall on the ground floor for conducting different cultural activities, annual function, yoga activity, NCC cadet training and different games like football, boxing, cricket, volleyball, etc. The main building houses a Gymkhana on the ground floor which caters to the physical wellbeing of the students and the staff. The college gymkhana conducts various team and individual sports for both Degree and Junior college students. It has facilities for indoor games such as carrom board, chess, table tennisetc. Gymkhana also supports students to represent college in various sports like Cricket, Football, Boxing and Athletics at intercollegiate, University, District, and National Levels. The college auditorium is situated on the ground floor of the building which is fully air-conditioned and noise-free with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. The college auditorium is used for students to give performances, short plays, skits, reading of poetry, story-telling andstory writing. It is an appropriate venue for workshops, seminars, conferences, guest lectures, film screening, etc. The college auditorium is thus used for all co-curricular and extra-curricular activities of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html

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

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html
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)

13.65

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Name of ILMS software: Soul 2.0.0.14

Nature of automation (fully or partially): Fully

Version:2.0.0.14

Year of Automation:2004

Maharashtra College Library Purchased Library Management software, i.e. "Software for University Libraries" (SOUL) in February 2004 designed and developed by the INFLIBNET Centre Ahmadabad. We are using Catalogue, Circulation and OPAC and Administration Module of the software and entered Records for Books 63420 and 3700 active members. WebOPAC is available in college LAN with link http://192.168.1.178/webopac/ . Software is used for Issue return of books Report generation, statistics, Cataloguing and to search Library collection. It also has mechanism for Bar-coding Printing of spine labels and borrowers card. Library has eight computers. All computers are connected through LAN. Library has one DeskJet black and white printer and one colour Cannon Printer cum Scanner used for printing and scanning of documents.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://maharashtracollege.org/campus.html

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

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.668

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

73

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has a total of 264 computers having good quality internet facilities. College also has 13 laptops for different academic programs and activities. The institution has 2 browsing centres and 7 computer centres with good Wi-Fi and recording facility. The bandwidth available for internet connection in the Institution is 100 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, colour printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mounted projectors are provided to facilitate the faculty & students in conducting the classes.IT Technical Person is responsible for maintaining and upgrading configurations of the laptops and desktops. College campus is monitored by CCTV for the students and employee's security. All laptops and desktops is protected with a strong passwords. Password is changed after every 30 days and sharing of passwords is forbidden. All-important computers and laptops with access to the college network is having antivirus protector. For online examination, power student online exam software has been used with login credentials of each

student. Overall, the institution has well-equipped IT facilities that are vital for training the students in state-of-art software and hardware.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html

4.3.2 - Number of Computers

220

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

82.75

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institute validates the requirements of classrooms, lab materials, infrastructural resources, staff, and equipment before the beginning of the academic year. The college has a separate College Development Committee which looks at the infrastructural needs and maintenance of physical facilities in the campus. Electrician, plumber and lift maintenance personare available in the campus on a call. Maintenance of CCTV and internet facilities is undertaken by the vendors. A separate register has been placed in the office to look into the complaints on physical/electrical damage on daily basis. The equipment's stock registers are maintained and verified every year. The College AMC is responsible for the maintenance of computers and the smooth functioning of the network facilities in the college. The institution has many facilities such as a Common Staff Room, Girls common room, IQAC room, Prayer room, Gymkhana, Incubation center, NCC/NSS unit, and canteen for the required purpose. The Khairul Islam Higher Education Society not only keeps on upgrading infrastructure from time to time as per the recommendations of IQAC,but also gives priority to fulfilling the mission of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/facility.html

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

07

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

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

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

30

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

905

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

905

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	*View File*
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	*View File*

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

61

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

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

5.2.2.1 - Number of outgoing student progression to higher education

127

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

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

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

07

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

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.

07

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
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)	<u>View File</u>

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)

To facilitate the holistic development and progression, students are involved in various administrative, co-curricular and extracurricular activities. Students Forumand Cultural Committee

gives an opportunity to develop leadership qualities by organizing activities like handwriting competition, essay writing,Ppt competition, poster competition management games shell kalakari,act for ad,best manager,grafiti competition, ghazal competition, physics quiz, accounts quiz debate.Students of the Self-Finance courses organize and participate in various intra and intercollegiate events. There are student representatives in the IQAC of the college. Students are involved in various community service activities through NCC, N.S.S and DLLE. This helps the students to develop Team Spirit, Sensitivity and become responsible citizens. The Entrepreneurship Development Cell (EDC) develops the spirit of entrepreneurship among the students through activities such as . The college Magazine committee has student representatives which helps to bring out their writing skills and artistic expression.Women Development Cell (WDC) members organize various activities on gender sensitization awareness and social issues. Student representatives of Hindi Sahitya Mandal and Bazme-Urdu also organize various activities to promote and develop Hindi and Urdu language and literature. Students of the college participate and excel at various sports events organized at the college, inter-college, inter-University, State and National levels. Student representatives are also involved in organizing Workshops, Seminars and Conferences organised by the college.

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

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

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

78

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association is not registered, yet it conducts activities for college development. The Alumni helped the the College in preparing for NAAC Peer Team Visit.The alumni association has helped in undertaking upgradation of College infrastructure. It has taken the responsibility of maintenance of prayer room facility in the college premises. Since the college caters to students from diverse backgrounds, the alumni arrange the availability of a counselor to deal with students facing psychological challenges. They are in regular touch with the Principal and keen to contribute in whatever way possible.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Maharashtra College follows the guidelines provided by the UGC, Maharashtra Government and University of Mumbai in order to operate. We work with the Vision and Mission of disseminating knowledge to society, especially to the girl students as well as the financially backward class of the minority community. We encourage girl students to participate in higher education as well as in curricular and co-curricular activities. Apart from this, our aim is also to provide education that can help our students gain employment. We organise special mock interviews and invite companies to arrange job fairs on our college. And while doing all this, we do not allow the goal of 'excellence in education' to slip out of our sight. We not only equip our students with education, but we also provide moral training to them so that they become an asset to the nation as well as human society.

Our college is located in the densely populated area of Nagpada; a large number of minority students approach us, and we leave no stone unturned to groom them so that, despite all odds, they grow in knowledge and morality and attain the professional goals they have set in their lives.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/mission-vision.html
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.

Maharashtra College follows the practice of decentralisation in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.The teachers, supporting staff and students all play their roles in the duties assigned to them.The practice of decentralisation and participative management is reflected in all the activities of the College through a strong and efficient system of committees, which includes the IQAC, the Staff Council, Students' Council, Time Table Committee and various other committees.

CASE STUDY OF PARVAAZ

Parvaaz, the Annual Cultural Festival of the College, showcases the practice of decentralisation and participative management in true sense (Vide Parvaaz Sechedule) Because almost all the stakeholders of the institute get enrolled in one way or another in this activity.

A healthy and democratic discussion is held by the principal, teaching staff and students' representatives before finalising the pros and cons of this grand annual event.

The teachers, non-teaching staff and students work in perfect tandem to organise this event. Decentralisation of administration in Parvaaz refers primarily to a process in which students are given a free hand to take decisions about the judicious use of resources, stage management, organizing programmes etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Maharashtra College started the academic year 2022-23 with a well-articulated strategic planning and a strong commitment, with an aim to attain quality education and holistic development. Our actions were in alignment with the Vision and Mission of the college.

The academic year began with the preparation and publication of a comprehensive academic calendar that5 would toe the lines drawn by Mumbai University and will also cater to the needs of all the stakeholders; especially our students. The entire college focused on the coming NAAC Peer Team Visit and along with all other works Data Collection and its Arrangement started on a war-footing level to ensure an impressive presentation of the college records before NAAC.

The college introduced new certificate courses, emphasized on Seminars/Webinars, Faculty Development Programmes, New IT-enabled teaching was introduced in certain classrooms to enrich the

academic atmosphere of the college. Our college building had been constructed around the year 1968, therefore it needed an urgent face-lift and renovation. Thanks to the management of the college that this mammoth task was accomplished during the academic year 2022-23 efficaciously

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://maharashtracollege.org/assets/pdf/Academic%20Calendar%202022-23.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 organisational structure of the college consists of the Management, the Principal, the teaching staff, the non-teaching staff and the students.

Maharashtra College is run under the aegis of Khairul Islam Higher Education Society. The Principal is assisted by the heads of the various departments, the teaching faculty, and the non-teaching staff. The Vice Principal assists the Principal in running the institution successfully. The IQAC plays a very important role in the smooth functioning of the entire organisational system of the college. The Heads of the Department play their roles very effectively. They maintain a healthy academic ambience in their departments. The Registrar of the college and other staff members of the office walk side by side with the teaching faculty: From admissions and fees collection to examinations and distribution of mark sheets, they work relentlessly to complete the teaching-learning process in true sense. Our library, with more than a hundred thousand books, stands ready to lend a helping hand to our students. Various committees work with a never-say-die spirit for the all-round development of our students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://maharashtracollege.org/organogram.html
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 inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institution provides welfare measures and leave facilities to its employees as per Government of Maharashtra provisions. If the staff wants to procure any loan, the institution provides them all the required assistance.

Apart from this, Al Falah Cooperative Society provides loans up to 7, 50,000 Rupees to teaching staff on 0% interest.

Maharashtra College Employee's Co-operative Credit Society Limited provides loan up to 3 Lakhs to teaching and non-teaching staff on 0% interest.

The College motivates teaching staff for pursuing doctoral degree and take up research projects, attend Orientation, Refresher Courses and FDP's.

Appreciation certificates/letters are given to the staff for their outstanding performance/achievement at the end of each academic year. We also encourage our supportive staff to pursue different exams. Leaves are sanctioned for them to achieve this goal.

Gymkhana facility is available for teaching and non-teaching staff.

Clean and purified drinking water, clean toilets, air-conditioned common staffroom, computers, printer and internet and CCTV cameras for safety , fire-fighting system for the entire building are a few of the facilities that we provide our staff.

Regardless of when the Government pays the salary, the Management deposits the salary of the staff on the first of every month.

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

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

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

NIL

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

05

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

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

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

17

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

Maharashtra College employs a perfect performance appraisal system for both its staff. Our Appraisal System toes the line of UGC, Maharashtra Government, and University of Mumbai guidelines.

Our Appraisal system is an amalgamation of different components:

Self-Appraisal Reports:

Staff members are asked to assess their performances through self-reflection by submitting annual Self-Appraisal Reports. These reports are a comprehensive record of teaching, research and other several performances.

Feedback: We value the opinion of all our stakeholders; especially, our students. At the end of each academic year, we take feedback of all stakeholders. This feedback is a questionnaire which enquires of their opinion regarding multiple aspects.

Internal Quality Assurance Cell (IQAC) Assessment Reports: The IQAC has generated an online portal to check the research progress of the teachers. The teachers are asked to update the portal whenever they conduct any research.

This is the way Maharashtra College ensures that we keep receiving regular evaluations. These feedbacks, evaluations and conclusions help us to enhance our skills, our teaching methods and overall performance.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit

The college avails the services of Messrs. Mirza & Associates for Internal Audit. Weekly, a regular record maintenance practice helps us in keeping our financial records up to the mark. To maintain a check on the expenditure, we also have constituted a Purchase Committee, which helps us in the expenditure department.

External Audit

The external audit takes place annually after the completion of every financial year. Our external auditors are Sanghvi & Co., Chartered Accountants. In this audit, the bills and vouchers for the revenue and expenditure are physically checked. The vouchers and proper records with the concerned department of the capital expenditure are also checked and verified. The Departmental Accession Register, Dead Stock Registers/Purchase Registers are checked. A glance is cast towards the audit objections or compliance, if any, they are handled by the Accounts Department. Account books, deeds, account vouchers and other documents and records are thoroughly checked and verified.

The auditors also confirm whether the register of movable and immovable property is properly maintained, the changes therein are communicated from time to time to the regional office, and the defects and inaccuracies mentioned in the previous audit report have been duly compiled with.

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

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

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

NIL

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

Maharashtra College strategically employs a range of measures to secure funds and effectively utilize resources, ensuring

institutional growth, student development, and staff welfare. These strategies encompass:

Government Grants: The institution receives financial support from the Government of Maharashtra, University of Mumbai, and the Government of India for salaries and certain other expenses. These grants form a crucial part of the college's financial backbone, facilitating its operations and initiatives. We also run many Self-Financed Courses along with the Government Aided Courses.

Fees from Students: We collect fees from students as per the rules and norms laid down by the University of Mumbai and Government of Maharashtra. Our account system ensures that the sum collected under a certain title, for a particular use is spent in the same category only.

By skillfully mobilizing funds from these diverse sources and implementing a structured budgeting process, Maharashtra College ensures the efficient use of resources, nurturing a sustainable and supportive learning environment. The institution embraces technology for e-learning and adopts e-governance practices to manage resources effectively, thereby advancing its mission and objectives.

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

6.5 - Internal Quality Assurance System

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

The IQAC of our college leaves no stone unturned in taking steps towards excellence in education. The IQAC monitors the development of each faculty member as far as teaching and research is concerned. The self-appraisal forms as well as Daily Teaching Reports, along with the Digital Attendance helps in giving an idea about the improvements and highlights lacunae – if any.

IQAC works relentlessly for arranging talks, organizing webinars, seminars and conferences for the intellectual progress of our staff and our students.

The academic year 2022-23 was crucial for us, as almost 19 faculty members had to appear for the interviews of CAS. IQAC completed the procedure of the University, appointed subject experts, conducted guidance sessions for the interviewees, anointed a CAS committee that would help the interviewees to prepare their files and conducted the interviews smoothly on 15 March, 2023.

The IQAC also took feedbacks from various stakeholders associated with our college, analysed it and pointed out the SWOC through the results of those feedbacks. These results prove very crucial in improving the quality education of the institute.

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

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

The academic year 2022-23 started with a new feather in the cap of the institution. Our long pending demand of starting new PG courses was accepted by the University of Mumbai, and a GR regarding this was issued on 8 August, 2022. On the basis of that we have started PG Courses in various subjects. This was a vacuum which needed to be filled, and it was done under the stewardship of Principal of the college and IQAC. We successfully started these new courses: M.A. English (60 Students), M.A. Business Economics (60 Students), M.A. Urdu (60 Students), M. Com. (Advance Accounts) (60 Students), M. Sc. Electronic Chemistry (20 Students), M. Sc. Zoology (20 Students), M. Sc. Physics Electronics (20 Students), M. Sc. (Information Technology), along with B. Com Accounting and Finance with the intake of 60 students. We stopped due to space constraints, otherwise there are many other new courses that we wanted to apply for. And soon in future we are going to apply for it.

Apart from this, we also started certain new courses in this year, which include: Understand Quran Certificate Course and English Speaking-cum-Personality Development Course, Web-scrapping Certificate Course, and Landscaping Certifcate

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File]()
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File]()

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

This institution numerically dominated by female students, is by default inclined towards gender sensitization activities. Multifold activities such talks/lectures on health issues/gender equality/safe work culture, sketching competition, face painting competition, film screening on women issues to name a fewwerecarried out to cater to needs of both gender.The institution has both NCC boys and girls unit. CCTV camera is installed on each floor, classrooms, ladies common room, laboratories, libraryand even in remote campus area to ensure safety and security of the students. The girls have common room facility with washrooms attached to it. The notice board intalled

there give them to read all the notices at the comfort of being in LCR. 'Waju' is also available for them. They can offer Namaz either in LCR or in the prayer room. The prayer room is available for both the gender where they can offer Namaz. Waju facility is also available for the male students. First aid boxes for the students are available for the students in the staffroom and in the laboratories. During visits also it is mandatory for the accompanying staff to carry the first aid box which can be used in case of emergency.

File Description	Documents
Annual gender sensitization action plan	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.1a%20_2022-23.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.1b_2022-23.pdf

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

A. 4 or All of the above

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

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

The institution within the college premises collects the dry and wet waste seperately. Seperate dust bin are installed for dry and wet waste on each floor. The students are adviced and encouraged to discardthe waste as per the labels in the dust bin. Through NCC and NSS, the institution is involved in beach cleaning activities beyond the campus premises. The NCC contributed in collection of

2300 kg of solid waste (primarily the plastic waste) at three different Puneet Sagar Abhiyan events at Girgaon chowpatty organised through-out the academic year 2022-23. The cadets enthusiastically participated in these events. The NSS volunteers also significantly contributed in cleaning the Girgaon chowpatty beach by collecting solid waste at two different occassions in this academic year. The collected waste were handed over to the muncipality for the further management of the solid waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	*View File*

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

7.1.6.1 - The institutional environment and 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

D. Any 1 of the above

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

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

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).

Theinclusive environment in this institution is by default and is reflected through the activities that are been organized throughout each academic year. This institution has employees coming from different background selected purely on merit basis. The staff here get full support from the higher authorities in organizing activities that reflect the law-abiding secular soul of our institution. Our institution sensitizes students and staff towards constitutional obligations by organizing activities that reflect cultural, regional, linguistic, communal tolerance and harmony. Following is the list of activities organized in the academic year 2022-23 to promote inclusive environment:

Sr. No

Activity

1.

International Yoga Day

2.

Cleaning Drive – Area Base 1

3.

Blood Donation Drive

4.

Poster Competition – "Social Evil"

5.

Cancer Screening Camp

6.

Health Checkup Camp

7.

aNukkad Natak…Nasha

8.

Self Defense Workshop

9.

Har Ghar Tiranga

10.

Swachhata Pakhwada

11.

Traffic Awareness Rule

12.

Run For Unity

13.

EBSE Odisha

14.

Talk On "Three Tiers of Governance in India"

15.

Visit To Reserve Bank of India

16.

Workshop On Cyber Security

17.

Al-Islaah App Development Launch

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

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

The institution is diligently involved in inculcating the constitutional obligations among all stake holders with special interest in students. several activites are carried out throughout the year with the intention to imbibe in them the values, rights, duties and resposibilities as a student and as a future reponsible citizen of the immediate society and the nation at large. To add to this the teaching faculties through their upright behaviour and teachingssubconsciuosly make them understand the importance of constitutional obligations. Folloiwng is the list of activities organised under this heading for the academic year 2022-23:

Sr. No

Activity

1.

Celebration of Republic Day

2.

Celebration of Independence Day.

3.

Collective singing of National Anthem

4.

Poster Competition – "Social Evil"

5.

Nukkad Natak…Nasha

6.

Har Ghar Tiranga

7.

Traffic awareness rule

8.

Run for unity

9.

Talk on "Three Tiers of Governance in India"

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.9_2022-23.pdf

7.1.10 - The Institution has a prescribed code   **B. Any 3 of the above**
of conduct for students, teachers,
administrators and other staff and conducts
periodic programmes in this regard. The
Code of Conduct is displayed on the website
There is a committee to monitor adherence to
the Code of Conduct Institution organizes
professional ethics programmes for
students,   teachers, administrators
and other staff   4. Annual awareness
programmes on Code of Conduct are
organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
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	**No File Uploaded**
Any other relevant information	*View File*

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

The institution oraganizes regional,national and international events with equal zest. The national days such as independance dayand republic days are by default events been organised every year. The same goes for the Maharshtra day. Apart from the above mentioned days following is the list of days celebrated for the academic year 2022-23:International Yoga Day,Chatrapati Shivaji Maharaj Coronation Day,World Nature Conservation Day,Women's Equality Day,World Environment Day,World Paper Bag Day,World Tiger Day,World Mountain Climbing,World Elephant Day Day,World Photography Day, world Ozone Day, World Rivers Day, World Handloom Day, World Tourism Day, National Science Day, National Mangi Day, Mhese events are organised either in the form of guest lectures / talks /various competitions (quiz or poster or skit presentation or PPT presentation or face painting or sketcking) / awareness programmes to name a few.

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

7.2 - Best Practices

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

Best Practice I

SAF (Students Aid Fund)

This facility was initiated by the students to provide financial assistance to the economically challenged students. The teachers of various faculties identify economically weak students and recommend them for SAF. After thorough investigation of the applicant's financial background, the SAF committee provide financial assistance to the said student. The financial assistance per student ranges between Rs. 2000 to 3000/-. The duration of this process ranges between a week to few hours. In last six years, 296 students availed this facility and an amount of Rs. 647400/- was disbursed among them.

Best Practice II

Library Book Bank Facility

This facility was initiated to cater the need of economically challenged students to have access to costly textbooks. Library book bank facility is performed through a book bank committee. The notice regarding book bank facility is displayed on the notice board at beginning of the academic year. The applicants are assessed for their financial background and accordingly they are given the Book Bank facility at a very nominal charge for a year. A total of 4391 students availed this facility in last six years.

File Description	Documents
Best practices in the Institutional website	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.2.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Maharashtra College Employees Co-operative Credit Society Ltd.

This society is registered under Co-operative Credit Society Ltd. (BOM/RSR/552/1971 dated 23/3/1971) to provide financial assistance (to the tune of 5 lakh with 0% interest rate) to the in-service

employees.

The average monthly contribution amount from each employee member is around Rs. 1500/-. The members can apply for loan after six months of their membership registration with 0.5% of loan amount as loan processing fee. The loan amount is sanctioned depending upon the contribution by each member.

The members can pay their EMI in maximum 84 months and can also do prepayment. The credit society also provides emergency fund of Rs. 20,000/- and Rs. 10,000/- for health issues from Share Holder Welfare Fund. The members can also get the loan for higher studies of their children. The members get 100% contributed amount on retirement. On 10, 20 and 30 or more years of membership, the retiree will get Rs. 2000/-, Rs. 3000/- and Rs. 4000/- respectively. If the member expires, the nominee will get Rs. 5000/-.

The average number of beneficiaries is 29 employees per year and the average loan amount disbursed is 92 lakh per year.

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

One of the most important curricular components, according to the college, is the efficient delivery of the curriculum. IQAC prepares the academic calendar of the year as prescribed by the University and executes it rigorously. The central time table committee prepare a time table schedule for all the streams. The Heads of all departments conduct the meetings to distribute workload, allot subjects, and plan the activities of the department. Individual teaching plan and syllabus completion report is submitted by each teacher to IQAC. Apart from conventional teaching method, Other methods such as Projects,Quizzes,Group Discussions, Demonstrations, Debates, Power Point Presentations, Videos, Case studies, Guest lectures, remedial classes for slow learner, excursion, internship etc. are also adopted. Different ICT and library resources such as INFLIBNET, e-journals, Book Bank facility etc. are constantly upgraded to ensure an effective teaching-learning process. Also, an Orientation Programme is conducted for First yeas students. The college encourages faculty members to attend Orientation/Refresher courses, FDP, STC, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum. Periodically, Academic review and feedback is taken from all stakeholders. The Principal monitors the effective implementation of the Calendar.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

As per the arrangement of terms announced by University of Mumbai, IQAC prepares an Academic Calendar which comprises tentative dates of examinations, co-curricular activities, end

of term and vacation period. The activity schedule is clearly understood by faculty and students and adhere to it. It makes it easier to cover the curriculum as intended. The college academic calendar and the time table of each class is published on the college website. Continuous Internal Evaluation (CIE), which includes seminars, project work, class exams, MCQs, Viva voce, internal examinations, and semester examinations, regularly tracks the academic progress of the students. Examination committee is formed at the college level to monitor the overall internal assessment process. The exam schedule is shared with students in their common networking group. Following college exams, a results committee ensures that results are announced within a month.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

24

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)

10

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

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

429

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 tries to inculcate values and ethics among its students through different co-curricular and extra-curricular

activities. Several cross-cutting issues are integrated in the syllabus of different courses, for example, Economics has two courses on environment titled 'Environmental Economics', Sociology has a course on 'Gender and Society', Foundation Course I & II, Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, and Hindi Literature etc. Students acquire gender sensitivity, environmental awareness, and moral and social values through these courses. Students are encouraged to participate in different programmes like online quiz contests organized at intra-collegiate and intercollegiate level. Humanistic values are promoted through the activities of the IQAC, WDC, NSS and NCC, Community outreach and other social welfare programmes, Value education and mental health workshops, upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

13

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

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

1326

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://maharashtracollege.org/feedback.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://maharashtracollege.org/feedback.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

945

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

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

The teachers evaluate the background knowledge of the students by asking thought-provoking questions based on the topics taught in the previous lecture. Difference in the participation level helps the faculty members to understand the variations in understanding levels of the students. This activity is exercised for all the classes. After completion of the unit, the students are motivated to undertake a quiz based on the unit taught. The difference in the performance level of students helps the teachers to get an insight into the grasping level of the students. Accordingly, the lectures are planned to fulfil the needs of both, slow learners and advanced learners.

In addition, the students of all the classes are given assignments related to their courses. Assessment of the assignments serve to understand the cognitive level of the students. Following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters, providing notes in simple language, regular tests, etc.

To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as the conduct of workshops, seminars, debates, etc. Advanced learners are also provided with additional reading and reference material.

The performance of the students is monitored through regular mentor-mentee sessions.

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

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

Number of Students	Number of Teachers
2449	**60**

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

2.3 - Teaching- Learning Process

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

- **Lectures and practicals are used to impart knowledge and strengthen the basic conceptual understanding of the learners.**
- **Interactive Learning is encouraged through students' participation in group discussion, role- play, subject quiz, introducing self/others, etc.**
- **Participative learning is encouraged through Students' Seminar, different competitions, exhibition of working models, educational visits, etc.**
- **Question and answer sessions offer a two-way process that benefits both teachers and students.**
- **Class tests are conducted regularly to counsel the students.**
- **Subjects such as Computer Science, Botany, etc. demand Project-based Learning. Students are guided in the preparation of projects.**
- **Problem-solving methods are used to develop the understanding of the learners.**
- **Experiential learning through short and long excursions was arranged to acquire first-hand knowledge on the subjects and current practices.**
- **Film adaptations, YouTube Videos, and animations help to improve the critical and analytical thinking of the learners.**
- **Students are motivated to make presentations which are**

assessed and evaluated regularly.

- College provides internship opportunities to students to gain valuable on-the-job skills, provide excellent networking opportunities, take part in meetings and understand a professional environment.
- Department of Lifelong Learning and Extension provides hands-on training in data collection, entrepreneurship skill development and internships.
- Journals, e-journals, videos, CDs and digital database are provided.

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

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

ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms,

E-learning resources. Digital white boards were used for enhancing the learning experience of the students.

Online Guest lectures (How to file ITR, "Three Women's Texts and a Critique of Imperialism by Gayatri Chakravorty Spivak", etc.) to enlighten the students on the contemporary areas.

Webinars were arranged to increase the knowledge of the students. For example, Samagam: Journey of an Extra-ordinary Enterpreneur, National level webinar on "Career guidance", etc.

PowerPoint presentations and YouTube videos were used to clarify the concepts and make the teaching-learning process effective.

E-books and e-journals were shared with the students for increasing their knowledge-base.

Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Eg. Documentary

Screening at Dosti House, "Wonders in Science", "Life in colour" by David Attenborough, etc.

Tests and assignments were conducted using Google Forms.

Online Quiz on topics related to the prescribed syllabus (Islamic Teachings on Women Equality, Prophet for All, Quiz competition on "Python Programming", Ms-Paint Competition, Reels and Memes Competition, Intercollegiate Mathematics Quiz Competition) were organized.

Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

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

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

2.3.3.1 - Number of mentors

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

40

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

30

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

621

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.

Our college adopts the pattern and schedule of examination prescribed by the University of Mumbai. The institution has appointed College Examination Committee for the smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at departmental level for regular evaluation of students. In addition, students are assigned projects, tests and assignments. Viva-voce is conducted to assess the understanding of students.

Additional exams are scheduled for students who are unable to appear for regular exams due to medical reasons or participation in sports, cultural, NCC, NSS activities. Unsuccessful students are given an opportunity to appear for ATKT exams which are conducted every semester.

Students with learning disability, physical disability and visual disability are given additional time (as prescribed by the University) for writing their papers. Similarly, grace marks are awarded to the students as stated by the University of Mumbai.

Students who are a part of Department of Lifelong Learning and Extension (DLLE), National Service Scheme (NSS), and National Cadet Corps (NCC) are awarded additional 10 marks as stated by the University.

The results of each program are analysed to evaluate the overall performance of the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

As per University guidelines, assessed papers are moderated by an external moderator and moderator's feedback is taken to keep transparency in assessment. The facility of revaluation by an external examiner is provided to students who are not satisfied with their marks/ assessment. The college has an Unfair Means Committee which looks into the matters related to unfair means used by the students during their examination.

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

2.6 - Student Performance and Learning Outcomes

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

The Programme and Course Outcomes are stated in the syllabus prescribed by the University of Mumbai. These are also displayed on the college website so as to facilitate a quick access to the outcomes specific to different programmes. Our college continuously strives to accomplish the Course Outcomes prescribed for each programme. The objectives and the outcomes of a specific course are communicated to the teachers through syllabus revision workshops organized by the University of Mumbai. These workshops communicate the need and purpose of the course as well as guide the teachers to achieve the Course Outcomes set by the university. The teachers on their part discuss the course and its outcomes with the students at the beginning of the academic year to introduce the students to a given course. Throughout the academic year, the process of teaching-learning is directed towards achieving these outcomes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://maharashtracollege.org/pos-psos.html
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The Programme and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. Teachers plan their teaching schedule and lessons keeping in mind the objectives and outcomes of a given course. The Head of the

Department regulates the adherence to the time-table by all the members of the department so that the prescribed syllabus is completed on time.

Guest lectures, industrial visits, field visits, etc. are organized regularly to enhance the understanding of the prescribed topics. Film adaptations, YouTube Videos, and animations and other ICT tools are used to develop interest and improve the critical and analytical thinking of the learners.

Students are motivated to participate in co-curricular and extra-curricular activities at intra-collegiate as well as inter-collegiate level to gain further insights into their subjects.

Certificate courses such as Value Education, Direct and Indirect Tax, etc. are run by the institution for the holistic development of the students.

Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback is taken from the students which helps to evaluate the course outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

338

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

2.7 - Student Satisfaction Survey

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

https://maharashtracollege.org/feedback.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

09

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

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

00

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

3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Centre and other initiatives to create and transfer knowledge. It has signed MOUs with EXCELR: Raising Excellence, NSS College of Commerce and Economics, Research Academy of Social Sciences, Mumbai, Dr. Rafiq Zakaria College for Women and M.D Collegeand Kirti College to provide exposure to various courses and organize webinars, bridge courses and lecture series in Mathematics and Statistics to facilitate students with better understanding and exposure in their subject areas. MoU with NSS college has opened up an opportunity to conduct Faculty Exchange programme for Accounts and Finanace. Besides these, intershop programmes in Here Maps, Quick Heal and Times of India give the young minds opportunities to explore the world of technology based training and learning. Collaborative workshops, webinars and conferences likeNational level webinar on "Energy Conservation and

Lifestyle for Environment",National Conference on 'Commercialization of Education:Impact on Marginalized Sections of Society" help students and teachers to create awareness on repective fields. The Incubation Centre of the college is also very active and theTalk on "Samagam: Journey of an Extra Ordinary Entrepreneur" motivated the participants to experiment the new road to entrepreneuship.

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

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

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

62

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

3.3 - Research Publications and Awards

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

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

31

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

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

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

18

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

3.4 - Extension Activities

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

Maharashtra College of Arts, Science and Commerce inculcates social values and responsibilities to all its stakeholders by

engaging in active extension activities in the neighbourhood to sensitize students to social issues and promote community relationship. The institute's step towards embracing a green culture by installing solar panels in the college terrace thereby reducing its carbon footprint itself has created ecoconsciousness in all its stakeholders. The college has active NSS and NCC Units that engage in effective activities addressing various social, environmental, and even personal issues like cleanliness drives and tree plantations. Tree plantation and cleanliness drives are scheduled regularly. Besides these student and community oriented activities like blood donation camps, health check up camps, traffic regulation during festivals, self defense workshops and departmental activities help in sensitising and creating awareness amongst the students. Further, observation of important days like Independance Day, Republic, Mahatma Gandhi Jayanti,have a positive impact on the students, creating alert youth for a better and safe future.

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

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

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

00

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

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

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

`25`

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

`1705`

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

3.5 - Collaboration

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

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

`11`

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

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus accommodates two buildings, a seven-storeyed main building and Annex Building with mezzanine floor. The college hall has a capacity of 400 seats and it is situated on the ground floor. There are in all 33 classrooms available from the first to the seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. The college is committed for supporting and promoting effective teaching and learning practices. The college library is situated on the seventh floor. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. The college auditorium is situated on the ground floor of the building with

a decent, fully air-conditioned, noise-free space with a capacity of 100 people. It has all the features of an ideal auditorium with a perfect light and sound system, LCD projector, screen, and well-designed permanent dais. The college has 18 classrooms with ICT-enabled facilities with perfect light and sound system, internet facilities, LCD projector and screen. Information and Technology and Computer Science department have five well-equipped computer labs and one specially created computer lab for commerce faculty.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://maharashtracollege.org/campus.html

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

The college has a quadrangle hall on the ground floor for conducting different cultural activities, annual function, yoga activity, NCC cadet training and different games like football, boxing, cricket, volleyball, etc. The main building houses a Gymkhana on the ground floor which caters to the physical wellbeing of the students and the staff. The college gymkhana conducts various team and individual sports for both Degree and Junior college students. It has facilities for indoor games such as carrom board, chess, table tennisetc. Gymkhana also supports students to represent college in various sports like Cricket, Football, Boxing and Athletics at intercollegiate, University, District, and National Levels. The college auditorium is situated on the ground floor of the building which is fully air-conditioned and noise-free with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. The college auditorium is used for students to give performances, short plays, skits, reading of poetry, story-telling andstory writing. It is an appropriate venue for workshops, seminars, conferences, guest lectures, film screening, etc. The college auditorium is thus used for all co-curricular and extra-curricular activities of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html

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

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html
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)

13.65

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Name of ILMS software: Soul 2.0.0.14

Nature of automation (fully or partially): Fully

Version:2.0.0.14

Year of Automation:2004

Maharashtra College Library Purchased Library Management software, i.e. "Software for University Libraries" (SOUL) in February 2004 designed and developed by the INFLIBNET Centre Ahmadabad. We are using Catalogue, Circulation and OPAC and Administration Module of the software and entered Records for Books 63420 and 3700 active members. WebOPAC is available in college LAN with link http://192.168.1.178/webopac/ . Software is used for Issue return of books Report generation, statistics, Cataloguing and to search Library collection. It also has mechanism for Bar-coding Printing of spine labels and borrowers card. Library has eight computers. All computers are connected through LAN. Library has one DeskJet black and white printer and one colour Cannon Printer cum Scanner used for printing and scanning of documents.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://maharashtracollege.org/campus.html

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

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.668

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

73

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has a total of 264 computers having good quality internet facilities. College also has 13 laptops for different academic programs and activities. The institution has 2 browsing centres and 7 computer centres with good Wi-Fi and recording facility. The bandwidth available for internet connection in the Institution is 100 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, colour printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mounted projectors are provided to facilitate the faculty & students in conducting the classes.IT Technical Person is responsible for maintaining and upgrading configurations of the laptops and desktops. College campus is monitored by CCTV for the students and employee's

security. All laptops and desktops is protected with a strong passwords. Password is changed after every 30 days and sharing of passwords is forbidden. All-important computers and laptops with access to the college network is having antivirus protector. For online examination, power student online exam software has been used with login credentials of each student. Overall, the institution has well-equipped IT facilities that are vital for training the students in state-of-art software and hardware.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/campus.html

4.3.2 - Number of Computers

220

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

82.75

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institute validates the requirements of classrooms, lab materials, infrastructural resources, staff, and equipment before the beginning of the academic year. The college has a separate College Development Committee which looks at the infrastructural needs and maintenance of physical facilities in the campus. Electrician, plumber and lift maintenance personare available in the campus on a call. Maintenance of CCTV and internet facilities is undertaken by the vendors. A separate register has been placed in the office to look into the complaints on physical/electrical damage on daily basis. The equipment's stock registers are maintained and verified every year. The College AMC is responsible for the maintenance of computers and the smooth functioning of the network facilities in the college. The institution has many facilities such as a Common Staff Room, Girls common room, IQAC room, Prayer room, Gymkhana, Incubation center, NCC/NSS unit, and canteen for the required purpose. The Khairul Islam Higher Education Society not only keeps on upgrading infrastructure from time to time as per the recommendations of IQAC,but also gives priority to fulfilling the mission of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maharashtracollege.org/facility.html

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

07

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

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

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

30

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

905

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

905

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

61

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

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

5.2.2.1 - Number of outgoing student progression to higher education

127

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

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

government examinations)

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

07

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

5.3 - Student Participation and Activities

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

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

07

File Description	Documents
e-copies of award letters and certificates	[View File](#)
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)

To facilitate the holistic development and progression, students are involved in various administrative, co-curricular

and extracurricular activities. Students Forumand Cultural Committee gives an opportunity to develop leadership qualities by organizing activities like handwriting competition, essay writing,Ppt competition, poster competition management games shell kalakari,act for ad,best manager,grafiti competition, ghazal competition, physics quiz, accounts quiz debate.Students of the Self-Finance courses organize and participate in various intra and intercollegiate events. There are student representatives in the IQAC of the college. Students are involved in various community service activities through NCC, N.S.S and DLLE. This helps the students to develop Team Spirit, Sensitivity and become responsible citizens. The Entrepreneurship Development Cell (EDC) develops the spirit of entrepreneurship among the students through activities such as . The college Magazine committee has student representatives which helps to bring out their writing skills and artistic expression.Women Development Cell (WDC) members organize various activities on gender sensitization awareness and social issues. Student representatives of Hindi Sahitya Mandal and Bazme-Urdu also organize various activities to promote and develop Hindi and Urdu language and literature. Students of the college participate and excel at various sports events organized at the college, inter-college, inter-University, State and National levels. Student representatives are also involved in organizing Workshops, Seminars and Conferences organised by the college.

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

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

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

78

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association is not registered, yet it conducts activities for college development. The Alumni helped the the College in preparing for NAAC Peer Team Visit.The alumni association has helped in undertaking upgradation of College infrastructure. It has taken the responsibility of maintenance of prayer room facility in the college premises. Since the college caters to students from diverse backgrounds, the alumni arrange the availability of a counselor to deal with students facing psychological challenges. They are in regular touch with the Principal and keen to contribute in whatever way possible.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Maharashtra College follows the guidelines provided by the UGC, Maharashtra Government and University of Mumbai in order to operate. We work with the Vision and Mission of disseminating knowledge to society, especially to the girl students as well as the financially backward class of the minority community. We encourage girl students to participate in higher education as well as in curricular and co-curricular activities. Apart from this, our aim is also to provide education that can help our students gain employment. We organise special mock interviews and invite companies to arrange job fairs on our college. And while doing all this, we do not allow the goal of 'excellence in education' to slip out of our sight. We not only equip our students with education, but we also provide moral training to them so that they become an asset to the nation as well as human society.

Our college is located in the densely populated area of Nagpada; a large number of minority students approach us, and we leave no stone unturned to groom them so that, despite all odds, they grow in knowledge and morality and attain the professional goals they have set in their lives.

File Description	Documents
Paste link for additional information	https://maharashtracollege.org/mission-vision.html
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.

Maharashtra College follows the practice of decentralisation in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.The teachers, supporting staff and students all play their roles in the duties assigned to them.The practice of decentralisation and participative management is reflected in all the activities of the College through a strong and efficient system of committees, which includes the IQAC, the Staff Council, Students' Council, Time Table Committee and various other committees.

CASE STUDY OF PARVAAZ

Parvaaz, the Annual Cultural Festival of the College, showcases the practice of decentralisation and participative management in true sense (Vide Parvaaz Sechedule) Because almost all the stakeholders of the institute get enrolled in one way or another in this activity.

A healthy and democratic discussion is held by the principal, teaching staff and students' representatives before finalising the pros and cons of this grand annual event.

The teachers, non-teaching staff and students work in perfect tandem to organise this event. Decentralisation of administration in Parvaaz refers primarily to a process in which students are given a free hand to take decisions about the judicious use of resources, stage management, organizing programmes etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Maharashtra College started the academic year 2022-23 with a well-articulated strategic planning and a strong commitment, with an aim to attain quality education and holistic development. Our actions were in alignment with the Vision and Mission of the college.

The academic year began with the preparation and publication of a comprehensive academic calendar that5 would toe the lines drawn by Mumbai University and will also cater to the needs of all the stakeholders; especially our students. The entire college focused on the coming NAAC Peer Team Visit and along with all other works Data Collection and its Arrangement started on a war-footing level to ensure an impressive presentation of the college records before NAAC.

The college introduced new certificate courses, emphasized on Seminars/Webinars, Faculty Development Programmes, New IT-

enabled teaching was introduced in certain classrooms to enrich the academic atmosphere of the college. Our college building had been constructed around the year 1968, therefore it needed an urgent face-lift and renovation. Thanks to the management of the college that this mammoth task was accomplished during the academic year 2022-23 efficaciously

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://maharashtracollege.org/assets/pdf/Academic%20Calendar%202022-23.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 organisational structure of the college consists of the Management, the Principal, the teaching staff, the non-teaching staff and the students.

Maharashtra College is run under the aegis of Khairul Islam Higher Education Society. The Principal is assisted by the heads of the various departments, the teaching faculty, and the non-teaching staff. The Vice Principal assists the Principal in running the institution successfully. The IQAC plays a very important role in the smooth functioning of the entire organisational system of the college. The Heads of the Department play their roles very effectively. They maintain a healthy academic ambience in their departments. The Registrar of the college and other staff members of the office walk side by side with the teaching faculty: From admissions and fees collection to examinations and distribution of mark sheets, they work relentlessly to complete the teaching-learning process in true sense. Our library, with more than a hundred thousand books, stands ready to lend a helping hand to our students. Various committees work with a never-say-die spirit for the all-round development of our students.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://maharashtracollege.org/organogram.html
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 inter faces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The Institution provides welfare measures and leave facilities to its employees as per Government of Maharashtra provisions. If the staff wants to procure any loan, the institution provides them all the required assistance.

Apart from this, Al Falah Cooperative Society provides loans up to 7, 50,000 Rupees to teaching staff on 0% interest.

Maharashtra College Employee's Co-operative Credit Society Limited provides loan up to 3 Lakhs to teaching and non- teaching staff on 0% interest.

The College motivates teaching staff for pursuing doctoral degree and take up research projects, attend Orientation, Refresher Courses and FDP's.

Appreciation certificates/letters are given to the staff for their outstanding performance/achievement at the end of each academic year. We also encourage our supportive staff to pursue different exams. Leaves are sanctioned for them to achieve this goal.

Gymkhana facility is available for teaching and non-teaching staff.

Clean and purified drinking water, clean toilets, air-conditioned common staffroom, computers, printer and internet and CCTV cameras for safety , fire-fighting system for the entire building are a few of the facilities that we provide our staff.

Regardless of when the Government pays the salary, the Management deposits the salary of the staff on the first of every month.

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

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

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

NIL

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

05

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

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

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

17

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

Maharashtra College employs a perfect performance appraisal system for both its staff. Our Appraisal System toes the line of UGC, Maharashtra Government, and University of Mumbai guidelines.

Our Appraisal system is an amalgamation of different components:

Self-Appraisal Reports:

Staff members are asked to assess their performances through self-reflection by submitting annual Self-Appraisal Reports. These reports are a comprehensive record of teaching, research and other several performances.

Feedback: We value the opinion of all our stakeholders; especially, our students. At the end of each academic year, we take feedback of all stakeholders. This feedback is a questionnaire which enquires of their opinion regarding multiple aspects.

Internal Quality Assurance Cell (IQAC) Assessment Reports: The IQAC has generated an online portal to check the research progress of the teachers. The teachers are asked to update the portal whenever they conduct any research.

This is the way Maharashtra College ensures that we keep receiving regular evaluations. These feedbacks, evaluations and conclusions help us to enhance our skills, our teaching methods and overall performance.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit

The college avails the services of Messrs. Mirza & Associates for Internal Audit. Weekly, a regular record maintenance practice helps us in keeping our financial records up to the mark. To maintain a check on the expenditure, we also have constituted a Purchase Committee, which helps us in the expenditure department.

External Audit

The external audit takes place annually after the completion of every financial year. Our external auditors are Sanghvi & Co., Chartered Accountants. In this audit, the bills and vouchers for the revenue and expenditure are physically checked. The vouchers and proper records with the concerned department of the capital expenditure are also checked and verified. The Departmental Accession Register, Dead Stock Registers/Purchase Registers are checked. A glance is cast towards the audit objections or compliance, if any, they are handled by the Accounts Department. Account books, deeds, account vouchers and other documents and records are thoroughly checked and verified.

The auditors also confirm whether the register of movable and immovable property is properly maintained, the changes therein are communicated from time to time to the regional office, and the defects and inaccuracies mentioned in the previous audit report have been duly compiled with.

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

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

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

NIL

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

Maharashtra College strategically employs a range of measures to secure funds and effectively utilize resources, ensuring institutional growth, student development, and staff welfare. These strategies encompass:

Government Grants: The institution receives financial support from the Government of Maharashtra, University of Mumbai, and the Government of India for salaries and certain other expenses. These grants form a crucial part of the college's financial backbone, facilitating its operations and initiatives. We also run many Self-Financed Courses along with the Government Aided Courses.

Fees from Students: We collect fees from students as per the rules and norms laid down by the University of Mumbai and Government of Maharashtra. Our account system ensures that the sum collected under a certain title, for a particular use is spent in the same category only.

By skillfully mobilizing funds from these diverse sources and implementing a structured budgeting process, Maharashtra College ensures the efficient use of resources, nurturing a sustainable and supportive learning environment. The institution embraces technology for e-learning and adopts e-governance practices to manage resources effectively, thereby advancing its mission and objectives.

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

6.5 - Internal Quality Assurance System

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

The IQAC of our college leaves no stone unturned in taking steps towards excellence in education. The IQAC monitors the development of each faculty member as far as teaching and research is concerned. The self-appraisal forms as well as Daily Teaching Reports, along with the Digital Attendance helps in giving an idea about the improvements and highlights lacunae – if any.

IQAC works relentlessly for arranging talks, organizing webinars, seminars and conferences for the intellectual progress of our staff and our students.

The academic year 2022-23 was crucial for us, as almost 19 faculty members had to appear for the interviews of CAS. IQAC completed the procedure of the University, appointed subject experts, conducted guidance sessions for the interviewees, anointed a CAS committee that would help the interviewees to prepare their files and conducted the interviews smoothly on 15 March, 2023.

The IQAC also took feedbacks from various stakeholders associated with our college, analysed it and pointed out the SWOC through the results of those feedbacks. These results prove very crucial in improving the quality education of the institute.

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

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

The academic year 2022-23 started with a new feather in the cap of the institution. Our long pending demand of starting new PG courses was accepted by the University of Mumbai, and a GR regarding this was issued on 8 August, 2022. On the basis of that we have started PG Courses in various subjects. This was a

vacuum which needed to be filled, and it was done under the stewardship of Principal of the college and IQAC. We successfully started these new courses: M.A. English (60 Students), M.A. Business Economics (60 Students), M.A. Urdu (60 Students), M. Com. (Advance Accounts) (60 Students), M. Sc. Electronic Chemistry (20 Students), M. Sc. Zoology (20 Students), M. Sc. Physics Electronics (20 Students), M. Sc. (Information Technology), along with B. Com Accounting and Finance with the intake of 60 students. We stopped due to space constraints, otherwise there are many other new courses that we wanted to apply for. And soon in future we are going to apply for it.

Apart from this, we also started certain new courses in this year, which include: Understand Quran Certificate Course and English Speaking-cum-Personality Development Course, Web-scrapping Certificate Course, and Landscaping Certifcate

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

This institution numerically dominated by female students, is by default inclined towards gender sensitization activities. Multifold activities such talks/lectures on health issues/gender equality/safe work culture, sketching competition, face painting competition, film screening on women issues to name a fewwerecarried out to cater to needs of both gender.The institution has both NCC boys and girls unit. CCTV camera is installed on each floor, classrooms, ladies common room, laboratories, libraryand even in remote campus area to ensure safety and security of the students. The girls have common room facility with washrooms attached to it. The notice board intalled there give them to read all the notices at the comfort of being in LCR. 'Waju' is also available for them. They can offer Namaz either in LCR or in the prayer room. The prayer room is available for both the gender where they can offer Namaz. Waju facility is also available for the male students. First aid boxes for the students are available for the students in the staffroom and in the laboratories. During visits also it is mandatory for the accompanying staff to carry the first aid box which can be used in case of emergency.

File Description	Documents
Annual gender sensitization action plan	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.1a%20_2022-23.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.1b_2022-23.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

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

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

The institution within the college premises collects the dry and wet waste seperately. Seperate dust bin are installed for dry and wet waste on each floor. The students are adviced and encouraged to discardthe waste as per the labels in the dust bin. Through NCC and NSS, the institution is involved in beach cleaning activities beyond the campus premises. The NCC contributed in collection of 2300 kg of solid waste (primarily the plastic waste) at three different Puneet Sagar Abhiyan events at Girgaon chowpatty organised through-out the academic year 2022-23. The cadets enthusiastically participated in these events. The NSS volunteers also significantly contributed in cleaning the Girgaon chowpatty beach by collecting solid waste at two different occassions in this academic year. The collected waste were handed over to the muncipality for the further management of the solid waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and 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	D. Any 1 of the above

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

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

Theinclusive environment in this institution is by default and is reflected through the activities that are been organized throughout each academic year. This institution has employees coming from different background selected purely on merit basis. The staff here get full support from the higher authorities in organizing activities that reflect the law-abiding secular soul of our institution. Our institution sensitizes students and staff towards constitutional obligations by organizing activities that reflect cultural, regional, linguistic, communal tolerance and harmony. Following is the list of activities organized in the academic year 2022-23 to promote inclusive environment:

Sr. No

Activity

1.

International Yoga Day

2.

Cleaning Drive – Area Base 1

3.

Blood Donation Drive

4.

Poster Competition – "Social Evil"

5.

Cancer Screening Camp

6.

Health Checkup Camp

7.

aNukkad Natak…Nasha

8.

Self Defense Workshop

9.

Har Ghar Tiranga

10.

Swachhata Pakhwada

11.

Traffic Awareness Rule

12.

Run For Unity

13.

EBSE Odisha

14.

Talk On "Three Tiers of Governance in India"

15.

Visit To Reserve Bank of India

16.

Workshop On Cyber Security

17.

Al-Islaah App Development Launch

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

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

The institution is diligently involved in inculcating the constitutional obligations among all stake holders with special interest in students. several activites are carried out throughout the year with the intention to imbibe in them the values, rights, duties and resposibilities as a student and as a future reponsible citizen of the immediate society and the nation at large. To add to this the teaching faculties through their upright behaviour and teachingssubconsciuosly make them understand the importance of constitutional obligations. Folloiwng is the list of activities organised under this heading for the academic year 2022-23:

Sr. No

Activity

1.

Celebration of Republic Day

2.

Celebration of Independence Day.

3.

Collective singing of National Anthem

4.

Poster Competition – "Social Evil"

5.

Nukkad Natak…Nasha

6.

Har Ghar Tiranga

7.

Traffic awareness rule

8.

Run for unity

9.

Talk on "Three Tiers of Governance in India"

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.1.9_2022-23.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
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	**No File Uploaded**
Any other relevant information	*View File*

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

The institution oraganizes regional,national and international events with equal zest. The national days such as independance dayand republic days are by default events been organised every year. The same goes for the Maharshtra day. Apart from the above mentioned days following is the list of days celebrated for the academic year 2022-23:International Yoga Day,Chatrapati Shivaji Maharaj Coronation Day,World Nature Conservation Day,Women's Equality Day,World Environment Day,World Paper Bag Day,World Tiger Day,World Mountain Climbing,World Elephant Day Day,World Photography Day, world Ozone Day, World Rivers Day, World Handloom Day, World Tourism Day, National Science Day, National Mangi Day, Mhese events are organised either in the form of guest lectures / talks /various competitions (quiz or poster or skit presentation or PPT presentation or face painting or sketcking) / awareness programmes to name a few.

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

7.2 - Best Practices

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

Best Practice I

SAF (Students Aid Fund)

This facility was initiated by the students to provide financial assistance to the economically challenged students. The teachers of various faculties identify economically weak students and recommend them for SAF. After thorough investigation of the applicant's financial background, the SAF committee provide financial assistance to the said student. The financial assistance per student ranges between Rs. 2000 to 3000/-. The duration of this process ranges between a week to few hours. In last six years, 296 students availed this facility and an amount of Rs. 647400/- was disbursed among them.

Best Practice II

Library Book Bank Facility

This facility was initiated to cater the need of economically challenged students to have access to costly textbooks. Library book bank facility is performed through a book bank committee. The notice regarding book bank facility is displayed on the notice board at beginning of the academic year. The applicants are assessed for their financial background and accordingly they are given the Book Bank facility at a very nominal charge for a year. A total of 4391 students availed this facility in last six years.

File Description	Documents
Best practices in the Institutional website	https://www.maharashtracollege.org/assets/pdf/AQAR-22-23/criteria7/7.2.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Maharashtra College Employees Co-operative Credit Society Ltd.

This society is registered under Co-operative Credit Society

Ltd. (BOM/RSR/552/1971 dated 23/3/1971) to provide financial assistance (to the tune of 5 lakh with 0% interest rate) to the in-service employees.

The average monthly contribution amount from each employee member is around Rs. 1500/-. The members can apply for loan after six months of their membership registration with 0.5% of loan amount as loan processing fee. The loan amount is sanctioned depending upon the contribution by each member.

The members can pay their EMI in maximum 84 months and can also do prepayment. The credit society also provides emergency fund of Rs. 20,000/- and Rs. 10,000/- for health issues from Share Holder Welfare Fund. The members can also get the loan for higher studies of their children. The members get 100% contributed amount on retirement. On 10, 20 and 30 or more years of membership, the retiree will get Rs. 2000/-, Rs. 3000/- and Rs. 4000/- respectively. If the member expires, the nominee will get Rs. 5000/-.

The average number of beneficiaries is 29 employees per year and the average loan amount disbursed is 92 lakh per year.

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

7.3.2 - Plan of action for the next academic year

To successfully complete the process of NAAC Accreditation- SSR Submission and Peer Team Visit- for the institution.

To review NEP preparedness of the institution by conducting workshops, programs, interactive sessions

To collaborate with other institutions including the Affiliating University departments, lead College and other affiliated Colleges for devising programs under NEP.

To develop Data Management systems for College Office, Departments, Committees, teachers and students

To start the Post Graduate Courses that have been recently approved by the Affiliating University

To introduce Certificate Courses in different disciplines and Skill Development