Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**MUMBAI PRADESH ARYA VIDYA SABHA'S GURUKUL COLLEGE OF COMMERCE**
Name of the head of the Institution	**Dr Nandita Roy**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02225015688**
Mobile no.	**9892625478**
Registered Email	**gccghatkopar@gmail.com**
Alternate Email	**rao.janhavi@gmail.com**
Address	**Tilak Road, Ghatkopar East.**
City/Town	**Mumbai**
State/UT	**Maharashtra**
Pincode	**400077**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr Asif Baig**
Phone no/Alternate Phone no.	**02225015688**
Mobile no.	**9867414615**
Registered Email	**gurukuliqac@gmail.com**
Alternate Email	**profabaig@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gurukulcollegeofcommerce.com/AQAR%202017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gurukulcollegeofcommerce.com/Academic%20Calendar%202018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.22**	**2017**	**12-Sep-2017**	**11-Sep-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**05-Apr-2013**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Syllabus Revision workshop in association with University of Mumbai for B.Com A and F and B aSyllabus Revision workshop in association with University of Mumbai for B.Com Accounting and Finance and Banking and Insurance	19-Jun-2018 1	39
Increase in Add on Certificate Programmes	10-Aug-2018 1	954
Session on E-Content Development	01-Sep-2018 1	20
Academic and Admin Audit Conducted	04-Dec-2018 1	40
Workshop on Fitness Fusion for faculties of College Campus	02-Feb-2019 1	60
Conduct of online Examination	04-Feb-2019 9	400
National Conference on Emotional Intelligence	23-Feb-2019 1	54
Conduct of Online Assessment	25-Feb-2019 15	12
Inter-collegiate workshop on increasing office administration	02-Mar-2019 1	30
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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Phasewise installation of projectors in all classrooms for enhancing use of ICT: The IQAC had planned and successfully implemented installation of projectors in a few classrooms with an aim to make all classrooms equipped with ICT facilities in a phase wise manner

2. Workshops/Sessions for teaching and Non-teaching staff: The IQAC organised various development programmes in the form of training programmes, workshops recreational games etc. for teaching as well as non-teaching faculties. Topics were related to E-Content, Fitness, Administration etc.

3. Feedback: Overall feedback from stakeholders has been collected. Online feedback from students and manual feedback from parents, alumni and others has been collected. The same has been placed in the IQAC and suggestions has been taken into consideration.

4. Planning and Execution of IQAC: The IQAC has conducted regular meetings (4 meetings per year) AQAR for 201718 has been discussed, placed before the CDC and has been successfully submitted on 20th December 2018.

5. Steps towards Digitalisation: IQAC has taken initiatives to implement admission and automation software. Also online examination was successfully implemented for internal examination of B.Com (Accounting Finance) and B.Com (Banking Insurance) Assessment was also done online by the teaching faculty

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

Plan of Action	Achivements/Outcomes
Conducting Annual Workshops/Conferences for Teaching and Non-teaching Staff	a. Syllabus Revision Workshop for Accounting and Finance and Banking and Ins held on 19th June 2018 in association with Board of Studies, University of Mumbai b. The IQAC conducted a one day workshop for teaching faculty on EContent Development on 1st September 2018 c. One day Workshop on Fitness Fusion was held for the faculties of the campus on 23rd February 2019 d.One day Inter Collegiate workshop on Increasing Efficiency in Office Administration was

	held on 2nd March 2019. e. One Day National Conference on Dimensions of Emotional Intelligence Frontiers and Beyond was held on 23rd February 2019
Application for New UG/PG Programmes	Application was made for New Courses BMS, M.Com (Advanced Accountancy and Business Management) and Additional Division of B.Com Acc and Finance to be started wef 201920. The proposal was accepted by the University of Mumbai and sent to Mantralay for approval.
Entrepreneurship Development Initiatives	Entrepreneurship development initiatives were taken by introducing self employment courses on Mehendi, Basic Beautician in association with Jan Shikshan Sanstha, Ministry of Skill Development and Entrepreneurship, Government of India. 50 students have successfully completed these courses
Strengthening MOU's with Institutions/Organisations	MOU was signed between brightwayz for preparation of MBA entrance examination. Also MOU was signed with Bhartiya Vidyapeeth Institute to promote education and knowledge sharing between two institutions. MOUs was also signed with other corporate houses for certificate programmes/add on courses towards skill enhancement.
Online Admission, online fee payment and Office Automation	a. Purchased online admission and office automation software and implemented successfully enabling easy access to information and generation of required reports. b. Fee payment procedure also implemented through online mode, thereby promoting digitalisation amongst stakeholders
Application for Additional Division of B.Com and B.Com Acc and Fin	Applied for one fasttrack additional division of B.Com and B.Com (Acc and Fin.) Recievd permission on 31st August 2018 and thus the college has 4 divisions of B.Com and two divisions of B.Com (Acc and Fin.)
Introduction of Additional Certificate Courses	New add on courses started as against 6 and in 2017-18. Also MS-CIT was replaced with Yoga Value and Ethics.The same was approved in the College Development Committee Meeting held on 10th August 2018. Totally the College has 9 Add on/Certificate Programmes for 2018-19. The courses are as under: a. Conversational English b. Yoga Value and Ethics (New) c. Perosnality Development and Image building (New) d. Retail Marketing e. Advanced Excel, Powerpoint and Prezi Presentation (New) f. Digital Marketing (New) g. Campus to

	Corporate h. Tally ERP9 i. Capital Market
Online Examination and Online Assessment	Interal Online Examination and Evaluation software was prepared and implemented successfully for internal examination of Acc and Finance and Banking and Insurance students
Strengthening Research activities	Minor Research project grant was received in 201718 for three faculties. The project has been successfully completed and submitted to the University of Mumbai in 201819. Minor Research project grant was received for another two faculties in the year 201819 90 faculties published research papers in UGC approved Journals and Conference proceedings Principal Dr.Nandita Roy has represented the institution at an International Symposia on Mythology at Ardahan University, Turkey in May 2019. One of our faculty Mr. Rajendra Vare received Best Research Paper award at the One Day National Conference at L S Raheja College, Mumbai 3 faculties have been awarded with Ph. D. in Academic Year 201819
Application for Additional Extension Unit and Award	The college had one NSS Unit of 100 students and had applied for one more unit. Now, the college has 2 NSS Units 100 students each and 1 Unit of Department of lifelng learning and extension of 50 students. Ms. Bhoomi Patel our student received Best NSS Volunteer Award for the Academic Year 2018-19 from the University of Mumbai
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee	22-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2018

Date of Submission	17-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The College has a partial MIS for monitoring student admission general data and fee reconciliation. The students fill all data in the admission software link given in the website and the data is automatically received in the software that can be easily accessed by the office administration staff. The data then is used for generating various reports to be submitted to relevant authorities. This has reduced the burden of manual work. Also the same software is used for generating results of the students. Thus the details are automatically incorporated in the result MIS and results are generated through the software. Also the software enables generation of various reports related to results of students

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

At the beginning of each semester faculty meetings are convened by the Principal in which the objectives of curriculum are highlighted and discussed. The departmental activities of the entire year are planned revolving around the objectives of the curriculum. Faculty members ensure the fulfilment of objectives of the curriculum by maintaining Daily Report. Students are assigned projects in topics relevant to the objectives of curriculum. Faculty meeting, under the Chairmanship of the Principal, is held at the end of each academic year where in the workload, academic planning and other activities for the subsequent academic year are discussed. Academic calendar is drafted under the guidance of IQAC and finalized in consultation with Time Table Committee. Periodic Staff & Departmental meetings are conducted to assess the progress of syllabus and reports submitted to Principal. Head of the Departments and Co-ordinators monitor the compliance with academic/ teaching plan periodically. Senior faculty members from other institutions are invited to interact with faculty members on curriculum. Members of relevant Board of Studies are invited to interact with the faculty members. Head of the Departments along with their faculty members prepare semester wise teaching plan. Principal and faculty members interact with students through Open House to get a feedback on curriculum delivery. Library committee meets regularly to take stock of the available resources in the library and update from time to time for effective curriculum delivery. Faculties and students recommend books, periodicals and journals for enrichment of the library. The college is affiliated to the University of Mumbai and the syllabus guidelines as designed by the University

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Mehendi	NIL	03/10/2018	15	Yes	Yes
Basic Beautician	NIL	11/02/2019	45	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	50	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga, Ethics and Business Values	19/11/2018	146
Digital Marketing	20/08/2018	63
Advanced Excel, Powerpoint and Prezi Presentation	20/08/2018	113
Personality Development and Image Building	06/02/2019	131
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	COMMERCE/A AND F/ B AND I	898
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback has been received from all stakeholders. Feedback has been collected through online mode from students and physical mode through other stakeholders. The feedback form has been discussed and designed in consultation with the IQAC. The feedback has been analysed and placed in the IQAC meeting. The suggestions received therein has been implemented and necessary action has been initiated on the same.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	COMMERCE	1272	2191	976
BCom	ACCOUNTING AND FINANCE	264	647	227
BCom	BANKING AND INSURANCE	216	372	178
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1381	0	22	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
22	22	17	7	1	2

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

YES. The college has a mentoring system where students are divided between the available full time faculties. The mentors continuously interact with the students. The mentors evaluate the attendance of students and take corrective measures in case of absenteeism. The performance of the students is also monitored by encouraging them to actively participate in various activities ensuring holistic development. The mentors are approached by the mentee in case of any personal, career related or any other challenges. The mentor, then addresses these issues and also maintains regular interaction with parents as and when required.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1381	22	63:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
22	20	2	2	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr Nandita Roy	Principal	Guru Dronacharya Award
2018	Ms Janhavi Rao	Vice Principal	Guru Dronacharya Award
2018	Dr Asif Baig	IQAC / CIQA coordinator	Guru Dronacharya Award
2018	Dr Hemal Vora	Assistant Professor	Guru Dronacharya Award
2018	Dr. Priti Ghag	Assistant Professor	Guru Dronacharya Award
2018	Ms Kanchan Lotale	Assistant Professor	Guru Dronacharya Award
2018	Dr. Priti Ghag	Assistant Professor	Dr. APJ Abdul Kalam Life time Achievement National Award
2019	Mr Rajendra Vare	Assistant Professor	Best Research Paper Presentation
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	2C00141	I	07/12/2018	19/01/2019
BCom	2C00142	II	13/05/2019	22/05/2019
BCom	2C00143	III	22/11/2018	19/01/2019
BCom	2C100144	IV	03/05/2019	22/05/2019
BCom	2C100145	V	13/11/2018	29/01/2019
BCom	2C00146	VI	11/04/2019	25/05/2019

BCom	2C00451	I	07/12/2018	19/01/2019
BCom	2C00452	II	12/04/2019	22/05/2019
BCom	2C00453	III	03/11/2018	19/01/2019
BCom	2C00454	IV	04/04/2019	22/05/2019
BCom	2C00455	V	30/11/2018	26/03/2019
BCom	2C00456	VI	09/05/2019	27/06/2019
BCom	2C00341	I	07/12/2018	19/01/2019
BCom	2C00342	II	12/04/2019	22/05/2019
BCom	2C00343	III	02/11/2018	19/01/2019
BCom	2C00344	IV	04/05/2019	22/05/2019
BCom	2C00345	V	29/11/2018	06/03/2019
BCom	2C00346	VI	08/05/2019	26/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is affiliated to the University of Mumbai and thus follows the norms prescribed by the University. All examinations are conducted as per the instructions provided by the University. The set guidelines for internal evaluation has been followed by the college. The same is monitored by the HOD. To enhance Digitalisation, the college has prepared a software for Internal Online Examination and Online evaluation. Students of Accounting and Finance and Banking and Insurance gave their internal examination through online mode.The evaluation of the students is also monitored on the basis of their overall performance.The concerned faculty takes initiative to continuously monitor the performance of students through various class tests and other competitions. The college also conducts Prelim Examination to monitor the performance of Third Year students. Projects are also given to students as a part of their continuation evaluation system.Tutorials are conducted to monitor and give practice sessions to the students. Performance is also evaluated during Practicals for subjects like Computer Systems and Applications.

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

The Academic Calendar is prepared in the beginning of the year as per the dates of commencement and academic calendar issued by the University of Mumbai. The same is placed in the CDC and IQAC meetings and informed to the staff in the staff meeting. The dates of examination are declared by the University of Mumbai for all programmes. As the college is an affiliated college, examinations are held as per the dates declared by the University.

2.6 – Student Performance and Learning Outcomes

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

http://gurukulcollegeofcommerce.com/Programme%20Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

2C00146	BCom	COMMERCE	248	158	63.45
2C00456	BCom	ACCOUNTING AND FINANCE	68	61	89.71
2C00346	BCom	BANKING AND INSURANCE	56	55	98.21
2C00145	BCom	COMMERCE	246	127	51.63
2C00455	BCom	ACCOUNTING AND FINANCE	68	62	91.18
2C00345	BCom	BANKING AND INSURANCE	58	52	89.66
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2.7 – Student Satisfaction Survey

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

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https://gurukulcollegeofcommerce.com/SSS.pdf

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	1	UNIVERSITY OF MUMBAI	0.55	0.22
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Journey From Crime to Nonviolence	Commerce and Allied Subjects	02/08/2018
Constitutional Rights and Human Rights	Commerce and Allied Subjects	10/08/2018
Consumer Awareness Programme	Accounting and Finance	25/09/2018
Career in Business Management Studies	Commerce and Allied Subjects	08/10/2018
Session on GST	Accounting and Finance	08/10/2018
Careers in Aviation	Commerce and Allied Subjects	08/01/2019
Career Guidance	Economics	18/01/2019
Careers in Accountancy and Finance	Accountancy	22/01/2019
Careers in Business Management Studies	Accounting and Finance	02/02/2019
Investor Awareness	Banking and Insurance	12/02/2019

Programme		
Session on how to crack Government Competitive Examinations	Accountancy	13/02/2019
Session on Probability Distribution	Commerce and Allied Subjects	21/02/2019
Session on Waste Management	Commerce and Allied Subjects	21/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce and Allied Subjects	1	5.7

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	8	4	20
Resource persons	0	1	0	1
Presented papers	11	17	1	0

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	**Lions Club and University of Mumbai**	1	26
Bamboo Rakhi Selling	**Vivek Rural Devlopment Center**	1	15
1st Blood Donation Camp (115 Blood Bags)	**Rajawadi Hospital**	4	20
2nd Blood Donation Camp (61 Blood Bags)	**Rajawadi Hospital**	5	25
Road Safety Awareness	**United Ways NGO**	4	50
Disaster Management	**Brihanmumbai Mahanagar Palika**	1	50
AIDS Awareness	**MDACS/RRC**	2	50
Tree Plantation	**Brihunmumbai Mahanagar Palika**	1	30
Visit to Ashram	**Good Samartian Mission**	1	30
Show your talent	**College NSS Unit**	1	30
International Youth Day Celebration	**College NSS Unit**	1	30

Independence Day Celebration	College NSS Unit	1	20
Say no to Plastic	College NSS Unit	1	25
Swaccha Bharat Abhiyan	University of Mumbai	2	100
Book Donation	BMC School	2	25
Street Play Awareness drive	College NSS Unit and Central Railway	2	50
District Level Utkarsh Selection Camp	University of MumbaiNSS Cell	4	20
Literacy Campaign for women	7 days Residential Camp at Adivasi Pada	4	100
River Bhandara Construction	7 days Residential Camp at Adivasi Pada	4	100
Poster Awareness through Rally on Social Issues	7 days Residential Camp at Adivasi Pada	4	100
Road Widening, Cleaning of Hot springs	7 days Residential Camp at Adivasi Pada	4	100
Competitions for Zilla Parishad School Children	7 days Residential Camp at Adivasi Pada	4	100
Computer Literacy Programme	7 days Residential Camp at Adivasi Pada	4	100
Lecture on Superstition	7 days Residential Camp at Adivasi Pada	4	100
Craft Making workshop by the volunteers for the volunteers	7 days Residential Camp at Adivasi Pada	4	100
Anna Poorna Yojana	DLLE Unit	1	31
Population Education Club	DLLE Unit	1	18
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Road Safety Awareness	Best Leader	United Ways	5
Expressia Competition on Road Safety	Cash Prize	United Ways	3

NSS	Best Volunteer District Level	University of Mumbai	1

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Road Safety Awareness	United Ways	Road Safety	4	50
Special Children	Gurukul Center for Special Children	Special Children Annual Sports Day	2	14
Pulse Polio	Brihunmumbai Mahanagar Palika	Pulse Polio	2	15
Beach Cleaning	Beach Please	Beach Cleaning	1	20
Drive for Cancer Patients	HOSH	Rally	1	30
Road Safety	United Ways	Marathon	1	25
Unity Run	University of Mumbai NSS Cell	Run for Unity	1	10
Health Awareness	University of Mumbai NSS Cell	CPR Training	1	15
AIDS	MDACS	Workshop on AIDS Awareness	1	5
Disaster Management	NDRF and NSS State Level	Disaster Management Avhan Camp	1	1
Camp	NSS State Level	PreSRD Camp	1	1
Training programme	University of Mumbai NSS Cell	Leadership Training Programme	1	3
Camp	NSS Central Level	National Level Adventure Camp	1	1
Camp	NSS State Level	State Level Socio Cultural Utkarsh Camp	1	1
Environment	University of Mumbai NSS Cell	Water Conservation Camp	1	1
Gender Sensitisation	Akhil Bhartiya Vidyarthi Parishad	Self Defence Session	1	160
Gender Sensitisation	Majlis Legal center	Session on Sexual Harassment at workplace	1	140

Gender Sensitisation	Majlis Legal center	Competition on Verbal and Nonverbal Expressions	1	50
Women Empowerment	Creative Handicrafts (NGO)	Exhibition	1	10
Gender Sensitisation	WDC Unit	Documentary Film on Ab Khamoshi Kyun	1	50
Gender Sensitisation	Proctor and Gamble	Session on Grooming and Hygiene	1	120
Run for a Cause	University of Mumbai and Amba Gopal Foundation	Walkathon	1	15
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Event Management	Lobo Adventures	01/12/2018	10/12/2018	17
Internship	Administration	Brightwayz	01/11/2018	16/11/2018	16
Internship	Financial Planning	Parivartan Solution	01/11/2018	16/11/2018	11
Internship	Accounts and Administration	Zoop Fashions	06/05/2019	31/05/2019	06
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Brightwayz	02/07/2018	Competitive	40

		Examinations	
Media Mitra	13/08/2018	Add On Course	64
Parivartan Solutions	13/08/2018	Add on Course	63
The Owl	13/08/2018	Add on Course	247
Brightwayz	13/08/2018	Add on Course	277
		View File	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1655000	984000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBERTY	Fully	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13133	1698564	1053	159110	14186	1857674
Reference Books	2191	2221384	14	6643	2205	2228027
e-Books	3135000	0	0	0	3135000	0
Journals	34	528424	0	0	34	528424
e-Journals	6000	0	0	0	6000	0
Digital Database	1	35400	0	0	1	35400
Library Automation	1	61950	0	0	1	61950

| Others(spe cify) | 1750 | 126986 | 9 | 2417 | 1759 | 129403 |

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

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MGBPS)	Others
Existin g	119	97	2	3	0	7	6	2	6
Added	1	69	1	0	0	0	1	0	0
Total	120	166	3	3	0	7	7	2	6

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
400000	256000	655000	441000

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

The college prepares the budget for maintenance and utilisation of physical, academic and support facilities before the beginning of the academic year which is approved in the Trust Board meeting and College Development Committee Meeting. The following maintenance procedure is being followed from time to time. • Inhouse electrician, I.T. technician and plumbing services are available • Security services are outsourced and are available 24/7 • Regular maintenance of furniture is undertaken from time to time. • The computers are upgraded every three years and regular maintenance of machines is undertaken. • AMC for the following has been made available: • Housekeeping • Library software • Admission and Result Software • Copier and Xerox Machines • Air

Conditioners • Pest Control Services • Water purifier • Gymkhana Equipment's • Website

https://gurukulcollegeofcommerce.com/Procedure%20&%20Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**NIL**	**0**	**0**
Financial Support from Other Sources			
a) National	**MAHADBT**	**17**	**165102**
b)International	**NIL**	**0**	**0**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	**21/06/2018**	**30**	**Lions Club**
Bridge Course	**16/07/2018**	**93**	**In house Faculty**
Personal Counselling	**01/08/2018**	**27**	**In house Faculty**
Advanced Learners	**27/09/2018**	**33**	**In house Faculty**
Remedial Coaching	**27/09/2018**	**46**	**In house Faculty**
Soft Skill and Interviews	**16/01/2019**	**100**	**TCS Certified Expert**
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	**MBA entrance**	**38**	**38**	**38**	**8**
2019	**Banking and Other Government Entrance exams**	**8**	**8**	**0**	**0**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance

		redressal
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Myvizo, Sony Electronics, ICICI Prudential, Coppergate	220	57	TCS	33	6

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	BCOM	Banking and Insurance	Chembur Sarvakansh Shikshan	B.Ed
2019	1	BCOM	Accounting and Finance	BPCAS College of Physical education	B.PED
2019	4	BCOM	Commerce	Guru Nanak Institute	PGDM
2018	1	BCOM	Accounting and Finance	Garware Institute	PGDAME
2019	1	BCOM	Accounting and Finance	Inst for technology and Mgmt	PGDFM
2019	1	BCOM	Banking and Insurance	Inst for Distance Learning	PGDFM
2018	1	BCOM	Commerce	Don Bosco College	MMS
2018	1	BCOM	Commerce	YMT College	MMS
2019	2	BCOM	Commerce	Indira Inst of Bus Mgmt	MMS
2019	1	BCOM	Commerce	K J Somaiya Institute of Mgmt	MFM
2019	1	BCOM	Accounting and Finance	K J Somaiya Institute of Mgmt	MFM
2019	1	BCOM	Commerce	Guru Nanak	MBA

2019	46	BCOM	Commerce	Institute of Distance Learning	M.Com
				Institute	
2019	46	BCOM	Commerce	Institute of Distance Learning	M.Com
2019	8	BCOM	Accounting and Finance	Institute of Distance Learning	M.Com
2019	4	BCOM	Banking and Insurance	Institute of Distance Learning	M.Com
2018	1	BCOM	Commerce	Saket College	M.Com
2019	2	BCOM	Commerce	DAV College	M.Com
2019	1	BCOM	Banking and Insurance	Vidyalankar Inst of Tech and Management	M.Com
2019	1	BCOM	Commerce	Vikas College	M.Com
2019	1	BCOM	Banking and Insurance	Vikas College	M.Com
2019	2	BCOM	Commerce	K J Somaiya College of Sci and Comm	M.Com
2019	2	BCOM	Accounting and Finance	S K Somaiya College Arts, Sci and Comm	M.Com
2019	2	BCOM	Banking and Insurance	S K Somaiya College Arts, Sci and Comm	M.Com
2019	2	BCOM	Commerce	K J Somaiya College of Arts and Commerce	M.Com
2019	2	BCOM	Accounting and Finance	K J Somaiya College of Arts and Commerce	M.Com
2019	1	BCOM	Commerce	Kutch University	M.Com
2019	1	BCOM	Commerce	SNDT College	M.A
2019	1	BCOM	Commerce	VES Law College	LLB
2019	2	BCOM	Commerce	Pillai College	B.Ed
2019	1	BCOM	Commerce	Savitribai Phule College	B.Ed

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

Items	Number of students selected/ qualifying
GMAT	1
CAT	1
View File	

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

Activity	Level	Number of Participants
PUBG	Institutional	48
Solo Dance	Institutional	6
Mr and Miss Gurukul	Institutional	13
Musically	Institutional	11
Antakshari	Institutional	16
Mehendi	Institutional	16
Nail Art	Institutional	6
Khana Khazana	Institutional	3
Rangoli	Institutional	6
FLAME	Inter Collegiate	500
University Youth festival	Zonal	120
Utkarsh Cultural Fest (NSS)	District	95
100 mts running	Institutional	47
100 mts Relay	Institutional	36
Three Legged Race	Institutional	30
Slow Cycling	Institutional	22
Box Cricket	Institutional	66
Carrom Doubles for staff	Institutional	28
Kho Kho	Institutional	20
Kabaddi	Institutional	13
Volleyball	Institutional	12
Chess	Institutional	21
Carrom	Institutional	70
Table Tennis	Institutional	28
Fashion Show	Institutional	60
Solo Singing	Institutional	8
Group Dance	Institutional	35
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver	International	1	0	5099	Meet Joshi
2018	Gold	National	1	0	5099	Meet Joshi

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

The college has a very active student council formed as per the norms of the Maharashtra State Government Act and University of Mumbai. The students take active part in various activities. They display their organisational, leadership and managerial skills towards their personal skill development and growth of the college. The members of the council are part of the academic and administration bodies of the college 1. College Development Committtee 2. Sports/Cultural/NSS/Women Devp Cell./ DLLE 3. IQAC 4. Library 5. All other statutory representations. Regular meetings of the student council are conducted and feedback is obtained from them for the betterment of the institution. they play a key role in maintaining discipline and managing various activities of the college. The members of the Student Council also participate in the Indian Youth Parliament annually that is held in Pune, Maharashtra. They represent the college at various institutions and universities. Thus, the student council ensures active participation of the students in college activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

379

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

36900

5.4.4 – Meetings/activities organized by Alumni Association :

Regular meetings of the Alumni Association is conducted in the college. The Alumni are invited to deliver lectures as a source of motivation to the students. Distinguished Alumnis are also invited as Judges to Judge various events. The Alumni Association has organised a visit to the orphanage to create social empathy. Alumni also participate in various events like Blood Donation, Inter Collegiate Fest etc. This makes a strong connect of the alumni with the college.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Practice 1: Decentralisation in Day to Day functioning: The college has divided the faculties into committees considering the area of interest and expertise of

each of the faculty. The college has more than 40 functional committees. Regular meetings are held to plan at the beginning of every academic year. Planning of each committee is discussed in the first meeting and the outcome and measurement of the plan is measured towards the end of the academic year. Every faculty is given opportunity to come up with innovative ideas and activities in the interest of the institution and students. The initiatives taken by the committees are informed to the Management authorities through meetings and interactions. Also faculty members are given autonomy to plan and execute teaching methods as per the teaching plan and subjects. Faculties in every department and departmental heads have freedom to execute innovative activities within the budget provision. Practice 2: Examination: The College has an independent Examination Committee as per the norms. Regular meetings and records are maintained by the committee for smooth functioning of the examinations. The examination committee issues notice to the departmental heads to allot sets of question papers and submit to the examination committee. The Departmental heads collect three sets of question paper from faculties and submits the same to the Examination Committee. The committee after scrutiny selects one paper to be released in the subsequent examinations. The Examination Committee looks in to completion of timely assessment. A result committee has been formed to look into the processing of results through the software and ensures declaration of results within 30 working days from the last day of examination.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	• The college is affiliated to the University of Mumbai and hence, the curriculum is prescribed by the University • The college deputes faculties to syllabus revision workshops • Members from the Board of Studies are invited to interact with the faculty and students and therein suggestions are given for further improvement. • Aspects related to Curriculum are discussed in Department meetings. • Curriculum Development is undertaken by faculties in Add on/Certificate programmes like Capital Markets, Yoga Ethics and Human values etc. • Feedback for Curriculum Development is taken from the students and stakeholders.
Industry Interaction / Collaboration	• Industrial visits and Field trips are organized to have an industry academia interface • MOU with Bright wayz was signed for free coaching of competitive exams • Placement Cell organized workshop on soft skills to enhance employability opportunities • Companies were invited for campus placements and summer internships for students •

	Departments organized expert sessions by inviting industrialists to impart hands on experience to the students.
Admission of Students	• Once results are declared the college issues notice regarding admission dates and the details are also displayed on the website • The admission process is conducted as per the norms of the University of Mumbai • Prospectus is issued to the students wherein all details of admission procedure is mentioned. • Online admission Procedure is adopted for easy access to database • New software of admission and online fee payment (Partial MIS) has been implemented. • Members of the Student Council helps the new admission students to fill forms and explain the admission process • Counseling of students in selection of course • Feedback from students are undertaken regarding admission procedure
Research and Development	• Faculty Development Programmes on aspects related to research are held. • Research Publication in reputed Peer Reviewed conference proceedings/ Journals are published/presented by 90 percent of faculties. • Annual Research Conference is held every year • Participation of students in Avishkar University Research Convention • Annual Student Research Journal Shodh Sagar is released where students contribute their research ideas. • Minor Research Project grant has been received from the University of Mumbai • Expert sessions on Research for students are also conducted.
Teaching and Learning	• Regular meetings of the departments are held to monitor syllabus plan and completion. • Use of ICT techniques is adopted to make learning more interesting • Relevant PPT and video presentations are shown to the students • Other teaching techniques like field visits, expert lectures, competitions, role play, case study technique are adopted • Projects are given to students so as to provide adequate exposure to students • Various ICT and other Library resources made available to faculties and students from time to time. • Faculties participated in workshops/Orientation/Refresher Programmes organized by industry and UGC HRDC • Departmental Library and Book Bank facility are given to

	students • Addon/ Certificate Programmes are conducted for overall Development
Examination and Evaluation	• The college conducts First Year and Second Year examinations on behalf of the University. • The institution follows and conducts examinations as per the rules prescribed by the University • Continuous evaluation of students are monitored by giving class test, projects, internal examination, • College has set up a Micro CAP Centre for assessment of Online Papers for Third Year students. • Unfair Means Committee has taken measures to reduce practices of unfair means by interacting with students, campaigns of No copy, Be happy etc. • Regular notices and information is disseminated to the staff for assessment of answer books to enable declaration of results on time.
Library, ICT and Physical Infrastructure / Instrumentation	Library • Requisition is given by HOD's and Faculties for recommending new books in the library and order is further placed by the Librarian • Library is automated with Liberty software • OPAC facility is available for staff and students • Ecorner is created for students where they can access eresources and also find the list of books available in the library with printer facility • Separate reading room is made available for the staff with computer internet and printer facility • Library orientation was given to the students. • Library Committee consisting of staff and students has conducted book exhibition • The college provides book bank facility to economically weak students free of cost. More than 100 students have benefitted from this facility. ICT and Physical infrastructure: • The institution has a centralised IT department that looks into upgradation of ICT facilities in the college. The college has planned phase wise upgradation of ICT facilities. Adequate maintenance of software and hardware is undertaken. • Regular maintenance and repair of physical infrastructure is undertaken • Budgetary provisions are made for the same.
Human Resource Management	• Faculty and staff recruitment is conducted as per the norms of the University of Mumbai as and when

vacancy arises. • Once the appointment is made, necessary formalities and procedure is being followed for approval of the staff. • The institution has competent and qualified staff with high retention • Staff are constantly encouraged to attend workshops/seminars/orientation/refresher courses • The Management organizes training/health programmes for the staff • Recreation activities are also organized for the staff members • Performance appraisal of staff is conducted through feedback collected by students, which is placed in the IQAC and further discussed by the Principal on a one on one basis with the staff. • Also, staff is appreciated by the Management for various achievements and efforts put in by staff. • Two way communication and continuous interaction of staff with Principal, and Management is held for smooth functioning of the institution • Celebrations of festivals and other occasions are held to keep staff motivated

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

E-governace area	Details
Administration	Student data of all courses are filled online and submitted to the University. Affiliation reports, details of staff like general information, approval details etc are filled and submitted online. Statutory payments like examination dues, examination dues are done through Net banking
Student Admission and Support	All data related to students is collected via online admission. This eliminates physical entries of student data.Fees is also paid online by students. Student feedback is taken through the online mode for overall improvement. All relevant information and updates are displayed on the website regularly
Examination	The internal examination for students is taken online with the help of an online examination software. Students have to attempt objective as well as theoretical questions. Assessment and results of the same are also generated online.
Planning and Development	IQAC has prepared google forms for collecting information from faculty

	regarding research papers,workshops, seminars and other departmental and committee activities. This has enabled quick generation of reports and required information at once.
Finance and Accounts	Professional Taxes, TDS and Provident Fund are filed online. Internal and External Communication takes places via email. Reports and vouchers are generated via Tally software

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Vijaybharti Jain	HRM in E Environment	NIL	1200
2018	Mr. Mohd.Zainuddin Khan	Contribution of Education in Transfroming India as a Global Leader since 1990	NIL	1200
2018	Mr. Nitin M. Agarwal	Faculty Development Programme on Capital Market	NIL	1000
2018	Mrs. Mamta M. Rane	Faculty Development Programme on Insurance Sector	NIL	1000
2019	Ms. Janhavi V. Rao	NAAC Symposium	NIL	200
2019	Dr. Asif A. Baig	NAAC Symposium	NIL	200
2018	Mrs. Kajal D. Chheda	New Challenges in Retail HRM	NIL	2500
2018	Mrs. Kajal D. Chheda	Sustainability of Street Side vendors	NIL	800
2019	Ms. Anagha A. Kulkarni	Workshop on Prevention of Sports Injuries	NIL	500
2018	Ms. Janhavi V. Rao	Revised PBAS Form And API Calculation based on the 3rd and 4th amendment of	NIL	800

		UGC		
2018	Dr. Asif A. Baig	Revised Syllabus of T.Y. B.Com (Accountancy)	NIL	300
2018	Dr. Asif A. Baig	Revised PBAS Form And API Calculation based on the 3rd and 4th amendment of UGC	NIL	800
2018	Mr. Piyush G. Anam	Introduction to GST	NIL	500
2018	Dr. Vijaybharti Jain	Introduction to GST	NIL	500
2018	Mr. Rajendra B.Vare	Introduction to GST	NIL	500
2018	Ms. Kripa C. Thakkar	Time Management and Goal Setting Workshop	NIL	300
2018	Mr. Piyush G. Anam	Innovative Methods in Teaching	NIL	500
2018	Mrs. Mamta M. Rane	A study on Re birth of Khadi	NIL	1200
2018	Ms. Janhavi V. Rao	Research in Commerce and Management	NIL	400
2018	Dr. Asif A. Baig	Research in Commerce and Management	NIL	500
2018	Dr. Vijaybharti Jain	Improving Global Competitiveness : Innovation, Management, Governance and Leadership	NIL	1200
2018	Dr. Vijaybharti Jain	Work Life Bacalnce in Metro Cities with special reference to Mumbai	NIL	1200
2019	Ms. Anagha A. Kulkarni	Research Methodology in Sports and Exercise Psychology	NIL	3000
2019	Mrs. Kanchan S.	Ethics in Law	NIL	1500

	Lotale	and Society		
2019	Mrs. Kanchan S. Lotale	National Conference on Intellectual Property Rights in India	NIL	500
2019	Mrs. Chetna S. Panchal1	National Conference on Innovation, Growth and Sustainability	NIL	1000
2019	Mr. Sagar Salgaonkar	Reengineering Academic Libraries: Traditional to Smart	NIL	500
2019	Mr. A. Maheshkumar	National Seminar on Diversity and Inclusion	NIL	1500
2019	Mr. Rajendra B.Vare	Emerging Trends in Travel and Tourism: Global Perspectives, Issues and Challenges	NIL	1400
2019	Mr. Piyush G. Anam	International Conference on Vibrant India A multi Disciplinary approach	NIL	2500
2019	Mr. A. Maheshkumar	Emerging Trends in Travel and Tourism: Global Perspectives, Issues and Challenges	NIL	1400
2019	Mr. Piyush G. Anam	Emerging Trends in Travel and Tourism: Global Perspectives, Issues and Challenges	NIL	1400
2018	Mr. Piyush G. Anam	Revised Syllabus of T.Y. B.Com (Commerce Papers)	NIL	300
2018	Mrs. Kajal D. Chheda	Revised Syllabus of T.Y. B.Com (Commerce Papers)	NIL	300

2018	Mr. A. Maheshkumar	Revised Syllabus of T.Y. B.Com (Business Eco)	NIL	400
2018	Ms. Janhavi V. Rao	Revised Syllabus of T.Y. B.Com (Commerce Papers)	NIL	300
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	E Content Development	NIL	01/09/2018	01/09/2018	27	0
2019	Fitness Fusion	NIL	02/02/2019	02/02/2019	57	3
2019	NIL	Inter Collegiate workshop on Increasing Efficiency in Office Administration	02/03/2019	02/03/2019	0	30
2019	One Day National Conference on Dimensions of Emotional Intelligence Frontiers and Beyond	NIL	23/02/2019	23/02/2019	54	0
2019	Effective Use of Citation and Citation Standards	NIL	18/01/2019	18/01/2019	27	0
[View File]()						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Capital Market	1	01/12/2018	12/12/2018	10
FDP on Insurance Sector	1	08/12/2018	17/12/2018	10
Orientation Programme	2	01/02/2019	28/02/2019	28
FDP on Teacher Learner Mindset	1	22/01/2019	22/01/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Reimbursement of expenses for workshops, conferences, Gratuity, PPF, Employee Group Insurance, Regular leaves and special leaves if required, Gymnasium facility and health seminars. Increments to faculty completing their Ph D has also been given.	Reimbursement of expenses for workshops, conferences, Gratuity, PPF, Insurance, Regular leaves and special leaves if required, Gymnasium facility and health seminars, Reduction of fee for ward of employee studying in the same school.	Reimbursement of registration fees for events, Insurance, Scholarships, Meritorious Scholarships, Book Bank facility where books are provided free of cost to the students.

6.4 – Financial Management and Resource Mobilization

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

The Institution appoints internal auditor and Statutory auditor to audit the books of accounts every financial year. The audit is undertaken half yearly. The audited reports are approved in the Annual General Meeting of the Trust. Audit Report is then duly signed by the concerned authorities and given to the college for recording.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Funds received from various trusts and Organisations	383854	Fees for students, Prize Money fund for rankers and sponsorship towards college fest
[View File](#)		

6.4.3 – Total corpus fund generated

8777888

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	IQAC
Administrative	Yes	External Experts	Yes	IQAC

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

1. Regular meetings of the Parent teacher Association conducted twice a year 2. Regular interaction with parents regarding attendance and results of students 3. Participation of parents in activities like Blood Donation Camps and other social activities.

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

1. Organised recreation activities and competitions for support staff 2. Training programme on Basics of Computers by in house IT Department 3. Distribution of Cloth bags made by students to create awareness of No use of Plastics

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

1. Increase in the number of Add on/Certificate Programmes in line with the industry requirements towards enhancing employability 2. Application for additional UG Courses like BMS and PG Course M.Com 3. Enhancement of Research Culture in the organisation by increase in the number of Research paper Presentations and consistently receiving grants for Minor Research Projects from the University of Mumbai 4. Phasewise implementation of installation of LCD projectors in classrooms. 5. Setting up of an Entrepreneurship Development Cell for enhancing entrepreneurship amongst students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Conference on Emotional Intelligence	23/02/2019	23/02/2019	23/02/2019	54
2019	Conduct of Online Assessment	25/02/2019	25/02/2019	11/03/2019	12
2019	Intercollegi	02/03/2019	02/03/2019	02/03/2019	30

	ate workshop on increasing office admin istration				
2018	Syllabus Revision workshop in association with University of Mumbai for B.Com A and F and B and I	19/06/2018	19/06/2018	19/06/2018	39
2018	Increase in Add on Certificate Programmes	10/08/2018	10/08/2018	30/03/2019	954
2018	Session on EContent Development	01/09/2018	01/09/2018	01/09/2018	20
2018	Academic and Admin Audit Conducted	04/12/2018	04/12/2018	04/12/2018	40
2019	Workshop on Fitness Fusion for faculties of College Campus	02/02/2019	02/02/2019	02/02/2019	60
2019	Conduct of online Examination	04/02/2019	04/02/2019	12/02/2019	400
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on self defense (Mission sahasi)	20/12/2018	20/12/2018	170	0
Documentary film on Ab Khamoshi Kyun	08/10/2018	08/10/2018	90	0
Session on Sexual	08/08/2018	08/08/2018	110	39

harassment at workplace						
My Body My Choice (Know your Rights)	27/08/2018	27/08/2018	96	32		
Competition on Verbal and Non-Verbal Expressions	27/08/2018	27/08/2018	96	32		

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

Percentage of power requirement of the University met by the renewable energy sources
1. Installation of Solar Panels is under process 2. Use of LED lights

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**Yes**	**2**
Rest Rooms	**Yes**	**1**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	04/07/2018	1	Tree Plantation	Environmental Awareness	30
2018	0	1	15/07/2019	1	Donation of Food, Clothes to Ashram	Empathy towards underprivileged children	30
2018	1	1	30/07/2018	1	Blood Donation Awareness	Importance of Donating Blood	5
2018	0	1	05/08/2018	1	Pulse Polio	Awareness and Importance of Pulse Polio drops	15
2018	0	1	01/08/2018	15	Swachh Bharat Abhiyan	Regular cleanliness in premises	100
2018	0	1	27/08/2018	1	Note Book Donation	Free Distribution of hand

						made Note Books to underprivileged children	
2018	1	1	28/08/2018	1	Street Play	Awareness of Social Issues like Literacy, Helath and Hygiene, AIDS Awareness etc	20
2018	0	1	08/09/2018	1	Distribution of Cloth and Cotton Bag	Environmental Awareness	30
2019	0	1	07/02/2019	3	Road Safety Awareness	Road Safety Rules and Regulations	20
2019	0	1	04/04/2019	7	Activities in adopted school	Teaching Slow learners, Music, drawing and dancing	20
2019	0	1	12/03/2019	1	Exhibition	Promotion of Women self employment Center working for less advantaged women	30
2018	1	1	03/09/2018	26	Waste Recycling	Collection of leftovers from neighbouring vegetable vendors	1

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	04/06/2018	College prospectus contains information regarding disciplinary

		rules and regulations and code of conduct
Code of ethics for staff	28/06/2019	The handbook contains the code of ethics for teaching and non teaching staff. It also contains the service conditions and professional ethics to be followed and maintained by the staff
Leaflet for Parents	28/07/2018	The leaflet contains the mission vision and disciplinary rules and regulations of the college. The leaflet is given to the parents in the beginning of every academic year so that they are aware about the details of the college
Leaflet for Gender sensitisation	09/08/2018	The leaflet contains information related to Women Development Cell Complaint Mechanism and Redressal. It also contains emergency help line numbers for convenience of students

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swacha Bharat Abhiyan	25/06/2018	30/03/2019	200
Lecture on Crime to Non Violence	02/08/2018	02/08/2018	86
Lecture on Constitutional Rights and Human Rights	10/08/2018	10/08/2018	67
Independence Day Celebration	15/08/2018	15/08/2019	50
Elocution Competition on unknown Gandhi	01/10/2018	01/10/2018	15
Visit to High Court and Session Court	03/10/2018	03/10/2018	30
Visit to Sabarmati Ashram	19/10/2018	21/10/2018	2
Republic Day Celebration	26/01/2019	26/01/2019	50

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

1. Usage of LED lights in the college premises 2. Awareness drives for waste

management 3. Distribution of Jute/Paper bags to reduce use of plastic 4. Segregation of wet and dry waste 5. Expert lectures on environmental related issues

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE 1 1) TITLE OF THE PRACTICE • To enhance managerial abilities and leadership qualities amongst learners for holistic development 2) THE CONTEXT – • Considering the challenges of employment and entrepreneurship today, it is essential for learners to develop various skills apart from being academically sound. • Thus, the college has taken this into consideration and worked towards exploring students' organizational skills, talent, communication skills, confidence building, development of team spirit and leadership abilities. • Students have to become equipped with all the necessary skills and abilities that will drive them towards a better future. 3) THE PRACTICE – • Students were given numerous opportunities to display their skills and abilities. • Students were told to explore their area of interest by the faculty members who constantly motivated them to come forward. • The college conducted events related to academics, research, cultural, sports, extension etc. • Every event ensured that it was managed by student leaders and volunteers. • The students were also given training in soft skills and were taught the art of communication through add on programmes and other training programmes. • Students were nominated in statutory committees like CDC, IQAC, Library as well as working committees like Cultural, Sports, Placement, Departments etc. to understand the close working of the college and its activities. • Suggestions from students were also taken in meetings to build an open communication between the college authorities and the students. • More than 60 extension activities were conducted, which has built a sense of empathy in students for the society. • Students were encouraged to host events, participate in the management of National Conference, Intercollegiate festivals and various other events conducted by Departments. 4) EVIDENCE OF SUCCESS • The college is proud to state that a number of students participated in State level socio cultural camps, National level adventure camps, Swachh Bharat Abhiyan / Water conservation camps, Avhan camp, Leadership training camp and Sabarmati educational visit. This has made the learners skilled enough to meticulously handle and manage the events in the college • The enrolment of extension Unit increased from 100 to 200 as the college received permission to start one more unit of NSS. • NSS volunteer bagged Best NSS Volunteer award by University of Mumbai in Mumbai district. • Students successfully managed various activities conducted in the college with little guidance and support of teaching faculty. • This has developed their confidence, communication skills, leadership and managerial abilities to a great extent. 5) PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED – • Lack of time as many are first generation learners and have to support family by working as well as attend college. • Students were not aware of their own skills and capacities. However, faculties by regular interaction motivated the students to explore their abilities and participate in the various activities for their growth and development. BEST PRACTICE 2: 1. TITLE OF THE PRACTICE • Initiatives towards Digitalization in academics and effective administration. 2. THE CONTEXT – • Data Mining of students and staff related to academics and administration has become an important aspect. • It was essential to modify the methodology of work being done academically and also in administration. • Keeping in mind the problems and hassles of the manual admission and collection of student data, digitalization was the best method to ensure a smooth admission process. • It was also essential to develop easy collection of data from faculty members for records and filing. • Students although are well versed with computers, it was necessary to enhance their skills in this area too. • Thus, Digitalization became the main stream activity

and usage of the same helped accuracy and prompt delivery of the data required. 3. THE PRACTICE – • College purchased a Software which made the online admission system easy for students. • Students had to fill online form. Also, the fees payment was done in the online mode. • Internal examination for Accounting and Finance and Banking and Insurance students were conducted in online mode. • Provision for online assessment in the software was made available. • Data collection from faculties related to papers presented, seminars attended departmental activities etc. were collected through a google form that was custom made by the IQAC and the IT Coordinator. • Demonstration for online examination was given to the students • Demonstration for online assessment as well as online filling of google forms was given by the IT Coordinator to the faculties. 4. EVIDENCE OF SUCCESS – • The admission software enabled office automation and easy fees reconciliation for financial audits. • The burden of manual entry was reduced to a great extent • Relevant reports were automatically generated through the software that needs to be submitted to various authorities. • Online examination gave students leverage to further enhance digital literacy. • Online assessment was also conducted in the software by the faculties. This reduced the burden of manual assessment for teachers. • Use of paper was reduced and also results were generated very easily and quickly • Online filling of data from faculties through google form regarding activities lead to easy access to data that was available in the excel format. This was further used to prepare reports reducing the burden of manual data entry. 5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED • Students had to be informed to use the new online admission system. However, adequate information through the prospectus and notice board was provided to them to fill the same. Also, adequate help and guidance was provided personally by the office staff. • As online examination system was introduced for the first time, challenges related internet connection and software was encountered initially, which was tackled smoothly.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gurukulcollegeofcommerce.com/BEST%20PRATICES.pdf

7.3 – Institutional Distinctiveness

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

Capacity building of faculty members by enhancing their professional and academic attributes and creating a healthy work culture. The college provides a platform to faculty members to develop their innovative skills by promoting research based teaching and learning process. The staff is encouraged to conduct research oriented activities like Minor Research Grants, Ph.D, participate in various seminars, workshops, and publish papers in UGC based Journals and present in State, National and International Conferences. In the year 2018, 90 faculties have presented research papers. One faculty has received Best Research Paper Award in a National Conference where the paper was published in UGC recognized Journal. 6 Faculty members have also been awarded with Guru Dronacharya Award for their contribution in teaching by Member of Parliament. Faculty members have also participated in Short term courses, Orientation Programmes and other Faculty development Programmes to keep abreast with the contemporary developments organized by UGC HRDC, RUSA, and other recognized institutions. The staff is motivated by giving various monetary and nonmonetary incentives for any kind of special achievement. This includes appreciation by the management in staff meetings, acknowledging staff in campus social gatherings, Ph.D increment, Duty leaves and special leaves as and when required. Appreciation letters are also given by the Management to the staff for acknowledging the hard work put in by them and further encouraging them to

do better. Adequate ICT infrastructure and other resources are made available for enhancing teaching learning techniques like class room enabled projectors and laptops, wifi connection etc. Provision of these resources have definitely enhanced the quality and pedagogy of teaching learning. Recreational activities and other celebrations are regularly held to build team spirit and oneness amongst the staff. The team work of the entire staff has been acknowledged by outsiders, officials and visitors in events conducted in the form of Oral and written feedback received from them. These initiatives have definitely created a healthy work culture leading to job satisfaction which has resulted in retention of the staff for years together. Also, the progress in the performance of the faculties have proved that they own a sense of belongingness to the institution.

Provide the weblink of the institution
http://gurukulcollegeofcommerce.com/INSTITUTIONAL%20DISTINCTIVENESS.pdf

8.Future Plans of Actions for Next Academic Year

1. To introduce Digital Attendance System 2. To enhance internships and placement for students 3. To begin additional UG and PG Programmes 4. To undertake Gender Audit 5. To enhance institutional Scholarships for students 6. To strengthen MOU's for activities related to academic and professional development for staff and students 7. To upgrade computers in the IT lab and college office 8. To accelerate skill Development by introducing additional value added and life skill courses 9. To augment teaching learning by enhancing elearning tools and methods.