



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	PILLAI COLLEGE OF ARTS, COMMERCE AND SCIENCE (AUTONOMOUS)
Name of the head of the Institution	Dr. Gajanan Wader
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02227451700
Mobile no.	9892061548
Registered Email	gwader@mes.ac.in
Alternate Email	pcacsiqac@mes.ac.in
Address	Dr. K.M. Vasudevan Pillai Campus, Plot No -10, Sector -16, New Panvel
City/Town	Panvel, Navi Mumbai
State/UT	Maharashtra
Pincode	410206

<b>2. Institutional Status</b>																															
Autonomous Status (Provide date of Conformant of Autonomous Status)	24-Jun-2019																														
Type of Institution	Co-education																														
Location	Rural																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Dr. Aarti Sukheja																														
Phone no/Alternate Phone no.	02227451700																														
Mobile no.	9930186306																														
Registered Email	aartis@mes.ac.in																														
Alternate Email	pcacsiqac@mes.ac.in																														
<b>3. Website Address</b>																															
Web-link of the AQAR: (Previous Academic Year)	<a href="https://pcacs.ac.in/iqac/annual-quality-assurance-report/">https://pcacs.ac.in/iqac/annual-quality-assurance-report/</a>																														
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://pcacs.ac.in/students/academic-calendar/term-calendar/">https://pcacs.ac.in/students/academic-calendar/term-calendar/</a>																														
<b>5. Accrediation Details</b>																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>85.65</td> <td>2004</td> <td>03-May-2004</td> <td>02-May-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.23</td> <td>2011</td> <td>08-Jan-2011</td> <td>07-Jan-2016</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.25</td> <td>2016</td> <td>16-Sep-2016</td> <td>15-Sep-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	85.65	2004	03-May-2004	02-May-2009	2	A	3.23	2011	08-Jan-2011	07-Jan-2016	3	A	3.25	2016	16-Sep-2016	15-Sep-2021
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3	A	3.25	2016	16-Sep-2016	15-Sep-2021																										
<b>6. Date of Establishment of IQAC</b>	13-Jun-2007																														
<b>7. Internal Quality Assurance System</b>																															

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
First I.Q.A.C. Meeting	14-Jun-2019 1	26
Fourth IQAC Meeting	09-Mar-2020 1	26
Fifth I.Q.A.C. Meeting	08-Apr-2020 1	26

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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
Institution	Financial Assistance under Autonomous Scheme	U.G.C	2020 365	900000

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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 :**

5

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. Introduce Additional Certificate Courses

2. Create Global Linkages

3. Strengthen Alumni Participation

4. Strengthening Consultancy Services

5. IPR Cell activities in Generation of Copyrights

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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	Achievements/Outcomes
1. Introduce Additional Certificate Courses	Department of Excellence has been formed in the academic year 201920 to introduce industry/market relevant courses. Around 1126 students enrolled for Certificate Courses this year. Several MOU's have been entered into: MOU was signed with Mumbai Management Academy Research (MMAR), Registered Office at National Skills Development Agency, Govt. of India to provide Certificate Course in Data Science. This course has received corporate funding. MOU was signed with M/s Rightsole PTE. Ltd. for all the courses offered by them. MOU has been signed with Tata Institute of Social Sciences (National University Students Skill Development (NUSSD) programme) for Diploma in Banking and Finance Course which commenced on 1st April, 2020 for 6 months. 55 students enrolled for it. The program is specifically designed for economically academically weak students. Started Autonomous Certificate Courses by inhouse Board of Studies: Tally ERP, Soft Skills, Content Writing, Environmental Science, Food Nutrition Science, Advanced Excel, Personality Development. Started Collaborative Certificate Courses: Campus to Corporate, Data Science, PTC Bioinformatics, Human Resource Management, Google Certified Digital Marketing, Technical Analysis, Introduction to Banking Financial Markets, Certificate Tax Accountant Plus, Diploma in Banking Finance in Association with Tata Institute of Social Science. Students have also participated in SWAYAM NPTEL Courses.
2. Create Global Linkages	Pillai Group of Institutions pioneered

partnership with FIFA/CIES International University Network for a Course in Sports Management which is conducted on the campus and our faculty Mr. Shardul Buva is a faculty for the subject of Sports Finance. Our parent body has tied up with Coursera. Students can take courses from some of the best Universities in the world. Students and faculty are highly encouraged to register and utilize this facility. Pillai Group of Institutions have tied up with HP to provide HP Google Chromebooks at discounted rates for all faculty, students and alumni. Everyone with an M.E.S. email ID can access the HP store online to view and purchase the chrome books. Dr. Daphne Pillai, Director of our institution, has been appointed as the President of The International Women's Federation of Commerce and Industry (IWFCI) India National Chapter. Recently, the Indian delegation, headed by Dr. Daphne Pillai attended the Global Women's Trade Summit (GWTS) & Global Women Leaders Forum (GWLf) 2019, held in Busan, South Korea from the 1st - 3rd of October, 2019. Through this linkage with IWFCI there are opportunities to attend various expert sessions and global summits on relevant themes. Women Development Cell of the college is planning events in collaboration with IWFCI.

### 3. Strengthen Alumni Participation

Alumni Mentoring Club was formed to provide Industry/Corporate Guidance, Career Counselling and Mentoring powered by Alumni to the upcoming batches each year. Alumni Job Fair powered by Alumni was organised on 1st February, 2020 in which 40 plus corporate big wigs participated. Alumni have been engaged for availing their expertise, for mentoring, fundraising, for career support to current students. A number of sessions have been organized in this regard. A Mega Alumni Meet was organized on 22nd December, 2018 to celebrate 20th Anniversary of the college. To celebrate 50 years of Mahatma Education Society (Parent Body), our college decided to celebrate 50 Saturdays of the entire year for which Alumni Association conducted events along with other Committees and Departments in which alumni was invited as experts to utilize their expertise

	for the benefit and progress of the present students.
4. Strengthening Consultancy Services	<p>Consultancy in Biotechnology Dr. C. K. Prashant, Faculty in the Dept. of Biotechnology offers consultancy in: Immunopathology and Cancer Cell Biology, Nanoparticulate Vaccine Adjuvants, Cellular Iron Metabolism, Nanoparticle-Mediated Cellular Targeting and Delivery Mechanisms. The Department of Biotechnology at the college is well equipped to carry out routine in vitro biological testing and validation of nanoparticles. Dedicated laboratories, facilities and instruments for plant and animal tissue culture, microbiological experiments, molecular biology and biochemical testing, exist. Dr. Prashant was appointed as a Consultant for a period of 3 months from 15th March, 2019 to 14th June, 2019 by Iheal Innovations Pvt. Ltd. He has been indefinitely appointed on the Advisory Board and as a Consultant by Biophemy Life Care Pvt. Ltd. with effect from 17th August, 2019. Technical Consultancy Students from IBDP-II at Dr. Pillai Global Academy, New Panvel carried out project work utilizing the Plant Tissue Culture laboratory facility at Department of Biotechnology of Pillai College of Arts, Commerce and Science, New Panvel (Autonomous). The said facility was utilised under the technical guidance of our faculty Prof. Bindu R.</p> <p>Consultancy Services in Law Our faculty, Adv Poonam Gupta has completed her L.L.B. and has done her specialization in Laws Relating to Women and Children and Criminal Laws. Consultancy is offered in: Civil Matters- Matters relating to Property, Breach of Contract Criminal Matters Matters relating to harassment including Sexual Harassment of Women at Workplace Family Matters - Matters Relating to Divorce, Custody of Child, Maintenance Mediation, Conciliation, and Counselling in any legal matters</p> <p>Consultancy Services in Tax Our faculty Mr. Shardul Buva is providing consultancy for issues related to Income Tax. Consultancy is provided for: Income Tax Return Filing Micro Investments Life/Health Insurance</p>
5. Incubation Centre to conduct more	The institutions Incubation Cell

activities

nurtures ventures. In the current academic year two startups incubated on the campus by our B.M.S. student: Digital Lana- Digital Marketing Agency and Book Lana-Online E Commerce Marketplace. MOU has been signed with Centre for Incubation and Business Acceleration, Navi Mumbai. CIBA is a Technology Business Incubator catalyzed and supported by Department of Science & Technology under the Startup India Action Plan. A number of National level Seminars were organised as triggers on Incubation on themes:  
'Entrepreneurship: Can you be your own boss?' (28th June,2019), 'Business Innovations and Idea Generation' (27th July, 2019), 'Business Etiquettes' (22nd August, 2019 to 23rd, August 2019).

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<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	02-Mar-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Pillai College maintains MIS to support it's academic program and administrative operations. We have successfully automated most processes in the college to improve the efficiency of operations. E based system is available for the following: <ul style="list-style-type: none"><li>• Admission (Requirements, Eligibility, Prospectus, M.E.S. Online Enquiry Form)</li><li>• Online Examination Facilities (Examination Calendar, Online ATKT Form Filing, Online Results, Exam Time Table, Passing Standards, Unfair Means)</li><li>• Railway Concession Forms • Attendance</li><li>• Feedback Day to day academic and</li></ul>

administrative work is made easy with the help of the MIS. Library is fully computerized and functions through automated KOHA software. The attendance and assessment monitoring with detailed analysis is done through centralized MIS and transparency is prevailed. Campus Care is the software used for attendance. Progress through their attendance records is also analysed through MIS. Special training for MIS and how to handle them, was given to every faculty. The internal assessment test marks are entered in the MIS. Students IT resources are provided to all students of the college as well as teaching and supporting staff. The College seeks to ensure the integrity of IT resources made available to the community to prevent disruption to academic and administrative requirements. The college has a LAN through which students, teachers and supporting staff can access the current database of students, their academic performance as also other academic query. Information Technology resources refer to all computers and communication facilities, service and resources including but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by the College.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BCom	PUCCM	Regular	22/08/2019
BSc	PUSIT	Information Technology	22/08/2019
BSc	PUSCS	Computer Science	22/08/2019
BCom	PUCAF	Accounting & Finance	22/08/2019
BCom	PUCFM	Financial Markets	22/08/2019
BA	PUAMC	Multi Media Mass Communication	19/07/2019
BSc	PUSBT	Biotechnology	22/08/2019



BBM	PUCMS	Bachelor of Management studies	22/08/2019
BCom	PUCCM	Regular	11/01/2020
BCom	PUCAF	Accounting & Finance	11/01/2020
<a href="#">View File</a>			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BCom	Regular	22/08/2019	Business Communication I (PUCCM104)	22/08/2019
BCom	Regular	22/08/2020	Environmental Studies I (PUCCM105)	22/08/2019
BCom	Regular	11/01/2020	Business Communication II (PUCCM204)	11/01/2020
BCom	Regular	11/01/2020	Environmental Studies II (PUCCM205)	11/01/2020
BCom	Regular	22/08/2019	Business Economics III (PUCCM304)	22/08/2019
BCom	Regular	22/08/2019	Business I (PUCCM305)	22/08/2019
BCom	Regular	11/01/2020	Business Economics IV (PUCCM404)	11/01/2020
BCom	Regular	11/01/2020	Business II (PUCCM405)	11/01/2020
<a href="#">View File</a>				

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

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

## 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
Personality Development	26/06/2019	110
Diploma in Banking Finance in Association with Tata Institute of Social science	01/04/2020	55
Certified Tax Accountant Plus	27/07/2019	180
Data Science	30/07/2019	106
Campus to Corporate	27/01/2020	61
Soft Skills	16/08/2019	57
Food Nutrition Science	02/12/2019	55
Google Certified Digital Marketing	11/02/2020	32
Introduction to Banking Financial Markets	10/02/2020	31
Tally ERP	08/08/2019	39
<a href="#">View File</a>		

### 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	Null	104
BCom	Bachelors with Management Studies	45
BCom	Null	20
<a href="#">View File</a>		

## 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
<p>The institution collects feedback on curriculum from different stakeholders. IQAC of the institution-initiated Stakeholder Feedback Policy on Curriculum for the academic year 2019-20 for continuous improvement in curriculum design. The main purpose of this policy is to gauge and collect the stakeholders' perceptions on the effectiveness of the curriculum. Feedback is collected from the stakeholders on an online mode which has been analyzed and a consolidated report of the recommendations has been prepared and forwarded to the Board of Studies for consideration in the forthcoming curriculum revision. The entire responses are available at Students Feedback Analysis Teachers Feedback</p>

Analysis Alumni Feedback Analysis Parent Feedback Analysis Sample Feedback Forms Feedback processes of the institution may be classified as follows: 1. Student Feedback before appointing teachers: Feedback is normally taken before a teacher is appointed. A teacher is given a topic and requested to engage lectures in two or three divisions. Only when the feedback is satisfactory he / she is appointed. 2. Online Student Feedback: Online Student Feedback is taken each semester with the help of office staff on both teaching non- teaching staff which is summarized by our I.T. Department. Whenever feedback is not satisfactory, the concerned teacher is counselled by the H.O.D. / Coordinator. and the concerned non-teaching staff is counselled by the Principal. 3. Other Stakeholders Feedback Policy The institution conducts feedback from all the stakeholders such as Parents, Alumni, Industry and the Community in general. Engaging Parents ( Through Meetings) The Parent Teacher Association conducts periodic Parent Teacher Meetings at departmental level and feedback is taken for improvement in learning outcomes. Parents are nominated as members of IQAC of the institution through which their feedback is received. Engaging Alumni (Standardised Format) Feedback is taken from the Alumni to improve educational effectiveness. Alumni's are nominated as members of IQAC of the institution which meets 5 times in a year to discuss quality initiatives for the development of the institution. Engaging Industry /Feedback from Employers(Standardised Format): Feedback is taken from the employers through the Placement Cell of the College to identify the need for sharpening relevant skills for enhancing career prospects of students. Employers are nominated as members of IQAC of the institution which meets 5 times in a year to discuss quality improvement interventions for the institution. Engaging Community (Through Meetings): Representative Members from the Community are appointed as members of IQAC, and College Development Committee wherein Community Feedback is collected, analyzed and action is taken for the improvement of the standard of teaching- learning in the college. Engaging Management (Through Meetings): Feedback is taken from the Management through their participation in the meetings of the following bodies Internal Quality Assurance Cell, Local Management Committee and College Development Committee.

## 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
MSc	Information Technology part(I)	46	98	48
MCom	part I	120	213	144
BA	B.A.M.M.C	120	475	120
BSc	Biotechnology	70	286	78
BSc	Computer Science	180	600	168
BSc	Information Technology	240	952	238
BCom	Management Studies	240	995	259
BCom	Financial Markets	60	240	63
BCom	Accounting &	190	762	185

	<b>Finance</b>			
<b>BCom</b>	<b>regular</b>	<b>360</b>	<b>1012</b>	<b>253</b>
<a href="#">View File</a>				

## 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
<b>2019</b>	<b>3926</b>	<b>427</b>	<b>66</b>	<b>6</b>	<b>71</b>

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
<b>65</b>	<b>65</b>	<b>16</b>	<b>20</b>	<b>20</b>	<b>9</b>

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes. MECHANISM OF MENTORING POLICY • Mentoring Programme is organized every semester for each academic year. • Coordinator, in consultation with the class teacher, identifies weak students at second and third year levels as per the given criterion (Student with ATKT and DROPOUT) by 15th June in the first term and from first to third year by 30th November in the second term every year. • A meeting with selected weak students is conducted by the class teacher to check the interest and mentoring needs of the students. Interested students are a part of mentoring. • The Class Teacher appoints the subject teachers as Mentors for the required subject for each group to bridge the gap between learning skills and improve students' performance. Appointment of mentor teacher depends upon the level of difficulty faced by students in different subjects for e.g. subjects like B.C., F.C., Commerce, E.V.S. etc. may not need mentoring. • Class teacher prepares a schedule of meeting of mentors and students. Schedule of meeting ensures that every subject teacher must have one meeting in a week with students. If there is more number of groups, schedule of each group is kept every alternative week. • To keep a track of performance of students, mentor teacher conduct tests every month following the schedule prepared by the class teacher. Apart from the test, practice assignments are also to give to the students. Mentor teacher maintains attendance sheet of meetings with students' mentee. • Mentor teacher forms peer learning groups of weak students and academically bright students and keeps a record of the notices and schedule of the meetings. • Mentor teacher maintains a record of attendance sheet, assignments, performance test. • At the end of every month (30th / 31st), mentor teacher is required to submit monthly follow-up report in the given format to the principal and to the department. • Class teacher maintains a list of student mentee, notice of appointment of mentor teacher and schedule of meeting of mentor teacher and student mentee. • To check the outcome of mentoring, Semester End exam result and ATKT exam result of the student is compared with previous results. Class teacher prepares comparative marks statement of students to quantify the outcome of mentoring programme. • In the subject of language such as Business Communication, mentor teacher identifies gaps in communication skills of students. Students are provided with the use of Language Lab to improve their English language skills. Subject teacher prepares schedule of visit of students to Language Lab. • Class teacher informs parents about students with mentoring needs, the mentoring procedure and the desired outcome of mentoring. • Coordinator of the respective ensures that all mentoring documents (from class teacher, mentor teacher) for record purpose is filed in department mentoring file.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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**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
66	66	Nil	6	16

**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
2019	Dr. Seema Somani	Associate Professor	Appointed as a Member of Local Inquiry Committee M.E.T. Institute of Management Bhujbal Knowledge Centre, Bandra Reclamation, Bandra (W), for Continuation of Recognition for the degree course in the subject of Ph.D.(Management Studies)
2019	Dr. Seema Somani	Associate Professor	Appointed as an Chairperson for a technical session at the Two day International Multi- Disciplinary Seminar on "Changing Dynamics of Commerce Management for Sustainable Growth" at Changu Kana Thakur Arts, Commerce Science College (Autonomous), N
2019	Dr. Aarti Sukheja	IQAC / CIQA coordinator	Appointed as NAAC Coordinator for Navi Mumbai Region by Dr. Sanjay Jagtap, Joint Director, Regional Joint Director, Higher Education, Konkan Region, Panvel, Dist. Raigad

2019	Dr. Rinkoo Shantnu	Associate Professor	Appointed as a Subject Expert in the deliberations of the promotion of faculty members under Career Advancement Scheme in the subject of Business Economics on 20th December, 2019 at S.I.E.S. Nerul College of Arts, Science Commerce, Nerul.
2019	Dr. Rinkoo Shantnu	Associate Professor	Appointed as Chairperson for a Session in the One Day International Seminar on "Recent Trends in Economics, Commerce and Management" organized by Department of Economics Commerce, Mahatma Phule Arts, Science Commerce College, Panvel on 21st Dec.,
2019	Dr. Monali Ray	Associate Professor	Appointed as Referee for evaluation of Ph.D. Thesis by Nagpur University
2019	Dr. Prerna Sharma	Assistant Professor	Appointed as ChairPerson for a Technical Session in the Two day International Conference on 5th and 6th February, 2020 at C.K.T. College on the theme "Changing Dynamics of Commerce and Management for Sustainable Growth"
2019	Dr. Prerna Sharma	Assistant Professor	Awarded Ph.D. degree under Commerce faculty from University of Mumbai in the academic year 2019-20
2019	Dr. Kumudini Das	Assistant	Dr. APJ Abdul

		Professor	Kalam Life Time Achievement National Award for For Teaching, Research, and Publication
2019	Mr. Shabab Rizvi	Assistant Professor	Leprosy Rehabilitation Award from Alert India
<a href="#">View File</a>			

## 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	PUCCM	Semester I /2019-20	18/10/2019	24/10/2019
BCom	PUCCM	Semester III/2019-20	11/10/2019	22/10/2019
BCom	PUCCM	Semester V /2019-20	11/10/2019	22/10/2019
BCom	PUCCM	Semester II/2019-20	12/03/2020	21/03/2020
BCom	PUCCM	Semester IV /2019-20	12/03/2020	21/03/2020
BCom	PUCCM	Semester VI /2019-20	11/03/2020	21/03/2020
<a href="#">View File</a>				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nil	Nil	0

## 2.6 – Student Performance and Learning Outcomes

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

<https://pcacs.ac.in/igac/program-program-specific-and-course-outcome/po-pso-co-of-under-graduate/>

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
PUCMS	BMS	HR	82	79	96.34

PUCMS	BMS	Marketing	58	56	96.55
PUCMS	BMS	Finance	88	86	97.72
PUCFM	BCom	Financial Markets	57	52	91.23
PUCAF	BCom	Accounting & Finance	190	187	98.42
PUCCM	BCom	Computers	119	107	89.91
PUCCM	BCom	Export Marketing	125	102	81.60
<a href="#">View File</a>					

## 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)

<https://pcacs.ac.in/igac/student-satisfaction-survey-sss/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Bindu Rajaguru and Meenakshi Johri, Dr. Navami Dayal and Mrs. Suparna Deepak, Ms. Bhakti Hirani and Dr. Remya Varadarajan, Mrs. Suparna Deepak, Ms. Aswathi Gangadharan and Ms. Suprita Rao, Mr. Gopakumar Pillai, Ms. Jyoti Kadam, Dr. C. K. Prashant
<a href="#">View File</a>

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 3.2 – Resource Mobilization for Research

3.2.1 – 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
Students Research Projects (Other than compulsory by the University)	6	Pillai College of Arts, Commerce Science (Autonomous)	45000	45000
Minor Projects	12	University of Mumbai	270000	0



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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

8

### 3.3 – Innovation Ecosystem

3.3.1 – 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
National Seminar on Intellectual Property Rights (IPR) for Start-ups	Incubation Cell	25/02/2020
National Level Seminar on 'Business Innovations And Idea Generation'	Incubation Cell	27/07/2019

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3.3.2 – 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
Tourist Preference of destination choice with reference to Raigad District - secured gold medal	Mr. Girish Kudav	University of Mumbai	04/01/2020	14th Inter collegiate University Avishkar Research Convention 2019-20
Modelling Entrepreneurial intentions among urban commerce students - secured silver medal	Mr. Shravan Bane	University of Mumbai	04/01/2020	14th Inter collegiate University Avishkar Research Convention 2019-20

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3.3.3 – 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
NIL	NIL	NIL	MyEdmate Technologies / Digital Lana	Digital Marketing Agency	23/04/2020
NIL	NIL	NIL	Book Lana	Online E Commerce Marketplace	23/04/2020
NIL	NIL	NIL	CouchDeck Marketing	SEO Agency	16/10/2019

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### 3.4 – Research Publications and Awards

#### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
B.Com Accounts and Finance	1
B.A. Mass Multi-Media and Mass Communication	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	B.Com (Regular)	4	6.25
International	B.Com Accounts and Finance	5	6.3
International	Biotech	1	6.3

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

Department	Number of Publication
B.A.M.M.C	9
B.Sc.I.T.	2
B.Com. Financial Markets	3
B.M.S.	3
B.Com Accounts and Finance	6
B.Com Regular	13

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#### 3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Filed	NIL	Nil

No file uploaded.

#### 3.4.5 – 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
Nil	Nil	Nil	Nil	0	Nil	Nil

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#### 3.4.6 – 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
NIL	NIL	NIL	2019	Nil	Nil	0

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### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	55	120	45	30
Presented papers	6	7	Nil	1
Resource persons	Nil	2	2	2

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### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultant(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Dr. Prashant (Biotechnology Dept.)	Advisory Board and as a Consultant by Biophemy Life Care Pvt. Ltd.	Iheal Innovations Pvt. Ltd.	0
Ms. Poonam Gupta (B.Com A/F Dept)	Consultancy Services in Law Relating to Women and Children and Criminal Laws.	Within the institute	0
Mr. Shardul Buva (B.Com A/F Dept)	Consultancy Services in Tax	Within the institute	0
Mrs. Bindu R. (Biotechnology Dept.)	Project work utilizing the Plant Tissue Culture laboratory	IBDP-II at Dr. Pillai Global Academy, New Panvel	1000

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#### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultant(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NA	NA	NA	0	0

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### 3.6 – Extension Activities

#### 3.6.1 – 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	Patanjali Yoga Samiti, Panvel	5	100
Anti-tobacco Awareness	N.S.S. unit of college	4	850

Stem Cell Transplant Registration and Awareness Drive	Tata Hospital	4	850
Leprosy Education and Rehabilitation program	ALERT-INDIA	4	500
Mega Blood Donation Camp	Lions Club of Millennium	10	466
Youth and HIV-AIDS Awareness session	N.S.S. unit of college	3	250
Anti Drug Awareness Program	Navi Mumbai Colleges Association Asha ki kiran Foundation	10	450
Swaccha Bharat Abhiyan at Panvel Railway Station	N.S.S. unit of Pillai College of Arts, Commerce Science and Railway Protection Force, Panvel railway station	2	35
Walkathon against Blindness	N.S.S. unit in association with Health Department Advanced Eye Hospital and Institute, One Vision Health and Research Foundation	1	40
Blood Donation Camp	N.S.S. unit in association with Rotary Club of Panvel Midtown	1	20
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3.6.2 – 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
Alert India for Leprosy Education, Rehabilitation Treatment Campaign	Award	ALERT -INDIA	500
Teaching in slum areas of Govandi and mankhurd schools	Recognition	Kotak Education Foundation, N.G.O.	15
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3.6.3 – 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 activities	Number of students participated in such activities
N.S.S.Unit	Navi Mumbai Colleges Association Asha ki kiran Foundation	Antidrug awareness Program	10	450
N.S.S.Unit	NA	Youth and HIV-AIDS Awareness session	3	250
N.S.S.Unit	Lions Club of Millennium	Mega Blood Donation Camp	10	466
Women Development Cell	Pillai Group of Institutions	essay competition were 'Breaking the Glass Ceiling, Women Empowerment and Education, Inspiring Women - one Indian	4	40
Women Development Cell	Tata Memorial Centre (TMC), Parel, Mumbai Bone Marrow Transplant Unit, Advanced Centre for Treatment, Research Education in Cancer (ACTREC) Kharghar,	Awareness session on "Women Cancers" for the girl students and	6	124
Women Development Cell	Parents Association - Thalassemic Unit Trust (PATUT), Mumbai	Free Thalassemia Hemoglobin Check- up'	3	159
N.S.S.Unit	ALERT-INDIA	Leprosy Education and Rehabilitation program	4	500
N.S.S.Unit	Tata Hospital	Stem Cell Transplant Registration and Awareness Drive	4	850
N.S.S.Unit	NA	Anti-tobacco Awareness	4	850
N.S.S.Unit	Patanjali Yoga Samiti, Panvel	International Yoga day	5	100

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### 3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student exchange	18 students	Nil	1
Research project	01 student	Dr. Pillai Global Academy, Panvel)Rs. 1000	5
Faculty Exchange program	6 faculty	Nil	3

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#### 3.7.2 – 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 (temporary)	Project work	Trainees Under HR Profile At APF, Asia	06/01/2020	06/02/2020	2
Internship (temporary)	Internship Program	ITM Academy Internship Program	08/06/2019	18/08/2019	20
Internship (temporary)	Internship Program	Computer Age Management Systems. Internship Program	25/10/2019	26/12/2019	10
Internship (temporary)	Internship Program	Flip kart India	25/10/2019	15/01/2020	104

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#### 3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Centre for Incubation and Business Acceleration, Navi Mumbai	28/06/2019	Enhance entrepreneurial skills, build startups ideas through incubation cell	60
Mumbai Management	30/07/2019	Conducting Value-	106

Academy Research (MMAR)		added courses for imparting transferable and life skills	
MY POSTGRAD	27/01/2020	Conducting Value-added courses for imparting transferable and life skills	61
Ripples Learning's	23/07/2019	Conducting Value-added courses for imparting transferable and life skills	14
Srujan Biotech	16/12/2019	Conducting Value-added courses for imparting transferable and life skills	20
Google Certified Digital Marketing Course by Programming HUB	11/02/2020	Conducting Value-added courses for imparting transferable and life skills	32
Machinfini Institute	24/08/2020	Conducting Value-added courses for imparting transferable and life skills	53
Satyam Institute of Tax Accountant Plus	27/07/2019	Conducting Value-added courses for imparting transferable and life skills	180
Tata Institute of Social Sciences (National University Students Skill Development (NUSSD) programme)	01/04/2020	Conducting Value-added courses for imparting transferable and life skills	55
M.G.M. Institute of Health Sciences, Navi Mumbai, a deemed to be University through its Department of Clinical Nutrition, M.G.M. School of Biomedical Sciences	28/06/2019	sharing academic, clinical training/internship, on job training, project work, student/faculty exchange for collaborative research programmes	18
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#### **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
1365000	1241000

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha-Open Source Integrated Library Management Software	Partially	17.05.03.000	2008

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33336	6501233	752	209094	34088	6710327
Reference Books	2689	2964015	229	315898	2918	3279913
e-Books	3135000	21800	Nil	5900	3135000	27700
Journals	47	161344	4	12600	51	173944
e-Journals	6000	27550	Nil	5900	6000	33450
Digital Database	1	27550	1	25370	2	52920
CD & Video	895	3786	12	600	907	4386
Weeding (hard & soft)	15204	2501838	196	31726	15400	2533564



Others(s pecify)	194	39334	10	1825	204	41159
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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	Platform on which module is developed	Date of launching e-content
Dr. Kavita Kathare	Financial Statements of Banking Companies (Part 1)	MES e-Learning Studio (Published on MES-Youtube Channel)	18/07/2019
Dr. Kavita Kathare	Financial Statements of Banking Companies (Part 2)	MES e-Learning Studio (Published on MES-Youtube Channel)	18/07/2019
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#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	454	405	454	0	0	8	23	120	18
Added	4	0	4	0	0	4	0	0	0
Total	458	405	458	0	0	12	23	120	18

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

120 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
MES e-Learning Studio, Pillai College of Arts Commerce Science New Panvel	<a href="https://www.youtube.com/watch?v=O_L7FVAJqmo&amp;t=185s">https://www.youtube.com/watch?v=O_L7FVAJqmo&amp;t=185s</a>
MES e-Learning Studio, Pillai College of Arts Commerce Science New Panvel	<a href="https://www.youtube.com/watch?v=KYBqwNOM-n4">https://www.youtube.com/watch?v=KYBqwNOM-n4</a>

#### 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 incurred on maintenance of physical facilities
9144180	9432231	4864600	2207930

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)

The institution has established transparent and robust procedures for the utilisation and maintenance of all physical, academic and support facilities and is well communicated among all the concerned stakeholders. The detailed procedures and related policies are as follows: Policy Statement: P.C.A.C.S. has rich resources that are utilised for the benefit of faculty, students and staff. The policy at the institution calls for efficient and maximum utilisation of all its resources. Resource in charges are responsible to ensure that 1. Resources are ready and made available whenever required. 2. Resources are repaired, calibrated, maintained and upgraded at optimal levels. 3. Resource utilization is tracked and records maintained. 4. The availability of the resource is made known to the college. and campus community. 5. Notify the Principal or H.O.D. in case a resource is underutilised or not utilised. Below is a non-comprehensive list of all the major resources of the institution:

Utilisation of Resources: Availability of resources is verified with the concerned In Charge. Permission for the utilisation is taken from the respective authorities. It is communicated in writing to the In Charge so as to make the resource available. It becomes the duty of the person who has generated the query to take care of the belongings. Procedure for Repairs and Maintenance of Resources: Every In Charge regularly checks the resource available in their custody and verifies its working condition. Accordingly a report of non working material is communicated to the H.O.D. H.O.D. complies all the complaints and segregates them in urgent and annual maintenance categories. The follow up of the urgent maintenance equipment or resources is taken immediately after the approval of the Principal. The annual maintenance resources are forwarded at the end of every academic year after thorough inspection of the equipment. Also, depending upon the cost of equipment and its maintenance requirement the quotations are invited and the detailed procedure is followed through purchase committee, if this cost exceeds more than Rs. 10,000/. After the maintenance of a particular resource it is informed and a satisfactory remark is taken from the concerned In Charge. After getting the remark from all the concerned the authority approves the bill for payment and accordingly payment is released. List of the incharges is provided in detail on website in the following link: <https://pcacs.ac.in/about-us/infrastructure/procedure-policy-for-physical-facility-utilization/>

<https://pcacs.ac.in/about-us/infrastructure/procedure-policy-for-physical-facility-utilization/>

## 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	Economically Backward Staff Welfare Scheme	42	200595
Financial Support from Other Sources			
a) National	Govt. freeship ( SC OBC students)	79	249140
b) International	Nil	Nil	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 implementation	Number of students enrolled	Agencies involved
Soft Skill	16/08/2019	57	Gurpreet Kaur Leadership and Development
Language Lab (II Term)	12/12/2019	15	Ms. Mishkaat Imrani (4 days in a week) (Faculty member)
Language Lab (I Term)	01/07/2019	15	Ms. Mishkaat Imrani (4 days in a week) (Faculty member)
Bridge Course in the Subject Statistics	18/07/2019	22	Mrs. Sabitha P (Faculty member)
Bridge Course in the Subject Mathematics	17/07/2019	22	Mrs. Sabitha P (Faculty member)
Bridge Course in the Subject of Accountancy	15/07/2019	32	Ms. Heena K. (Faculty member)
Advance Learner (II Term)	25/11/2019	32	Subject Teachers
Advance Learner (I Term)	18/06/2019	34	Subject Teachers
Mentoring (IITerm)	15/11/2019	147	Subject Teachers
Mentoring (I Term)	17/06/2019	119	Subject Teachers
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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 passed in the comp. exam	Number of students placed
2019	Banking/ Staff Selection Railways	33	1670	Nil	Nil
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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
2	2	8

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Flipkart Internship Domianz Guru Internship Program Special Situations Advisors (India) Pvt Ltd - 6 months Internship program Brand Keeda Internship Program G.P. Parsik Sahakari Bank Ltd. Internship Program Trend set Technologies Pvt Ltd Avala	650	337	WIPRO limited Reliance Jio Tata consultancy services LTI Capgemini Te leperformanc e KSW technology eClerx Computer Age Management Systems Kotak mahindra bank IKS health care Thyrocare, Turbhe	120	27
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2020	47	BMS	Commerce	list attached	post graduate
2020	13	B.Com.FM	Commerce	list attached	post graduate
2020	43	B.Com.A/F	Commerce	list attached	post graduate
2020	39	B.Com.	Commerce	list attached	post graduate
2020	31	M.Sc.Biotech	Science	list attached	post graduate
2020	20	M.Sc.I.T.	Science	list attached	post graduate
2020	13	B.Sc.Biotech	Science	list attached	post graduate

2020	16	B.Sc.CS	Science	list attached	post graduate
2020	41	B.Sc.IT	Science	list attached	post graduate
2020	5	B.M.M.	Arts	list attached	post graduate
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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
NET	Nil
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
YAARIYAN 2019 – Friendship Day	College (within campus)	1300
TRADITIONAL DAY CHOCOLATE DAY 2018'	College (within campus)	2500
'TEACHER'S DAY'	College (within campus)	100
Organised Celebrated 'ROSE DAY'.	College (within campus)	1500
Organised Participated in Inter Collegiate Fest 'ALEGRIA: THE FESTIVAL OF JOY, COSMOS 2020'.	Inter Collegiate	4000
Finacle 2019	Inter Collegiate	400
Symposium on Securities markets	Inter Collegiate	98
'Mahatma Education Society's Annual Talent Hunt: UberRang 2020'	Intra-collegiate Competition	240
Pillai Centre for Innovation Entrepreneurship : Business Plan Competition 2019-20	Intra-collegiate Competition	40
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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
2019	Gold Medal at Republic of South	Internat ional	1	Nil	Nil	Rishesh Ramesh

	Korea 3rd Mumbai Consul Taekwondo Internatio nal Champi onship					
2019	Selected for All India Inter- Zonal Inter- University Football Women Cham pionship	National	Nil	Nil	Nil	1. Miss. Amrutha Gladys 2. Miss. Afreen Peerbhoy 3. Miss. Akansha Kandalkar 4. Miss. Pranali Shetty 5. Miss. Mamta Acharya 6. Miss. Jyoti Mehra 7. Miss. Priti Verma 8. Miss. Akansha Dhyani 9. Miss. Poonam Kharade 10. Miss. Komal Badgujar 11. Miss Amina Deshmukh
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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 students representatives are nominated as the members of different academic administrative bodies/committees of the institution. Gymkhana Students Council Internal Complaints Committee Library Advisory Committee NAAC IQAC Canteen Committee N.S.S. Environment Protection Cell ENACT (Green Practices Green Budgeting) Social Activity Cell Grievance Redressal Cell

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.3 Alumni Engagement 5.3.1 Whether the institution has registered an Alumni Association? Yes/No, if yes give details (maximum 500 words): Alumni Association of the institution is registered. The Alumni Association organises

a number of activities every year. To leverage the potential of the Alumni for the development of current students a series of events are planned right at the beginning of the year. We have a large database of students registered under the Alumni Association. Continually, a number of activities are organized for exchange of knowledge and opportunities and mentoring. Under the Alumni Association, we organize: Alumni Mentoring Sessions Recreational activities Meetings Reunion programs Cultural Programs Workshops and Seminars Alumni Mentoring Club was formed to provide Industry/Corporate Guidance, Career Counselling and Mentoring powered by Alumni to the upcoming batches each year. Alumni Job Fair powered by Alumni was organised on 1 st February, 2020 in which 40 plus corporate big wigs participated. Alumni have been engaged for availing their expertise, for mentoring, fundraising, for career support to current students. A number of sessions have been organized in this regard. To celebrate 50 years of Mahatma Education Society (Parent Body), our college decided to celebrate 50 Saturdays of the entire year for which Alumni Association conducted events along with other Committees and Departments in which alumni was invited as experts to utilize their expertise for the benefit and progress of the present students.

5.4.2 – No. of registered Alumni:

1881

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

57730

5.4.4 – Meetings/activities organized by Alumni Association :

The following events were conducted engaging alumni of P.C.A.C.S. : Session on International Opportunities in Sports on 1st June, 2019, by Alumni Ms. Aayushi Bhakt . Session on Importance of Physical Fitness on 8th June, 2019, by Alumni Mr. Sunil Mawale. Session on Being Entrepreneur on 15th June, 2019, by Alumni Mr. Jeffin Ani Johns, CEO and Co-founder of BrandKeeda. Session on Android Seminar on 20th June, 2019, by Alumni Mr. Roshan Singh, Businessman. Session on Introduction For Image Management workshop on 29th June, 2019, by Alumni Ms. Reenu Chavan, Fashion Model. Conducted Fresher's Day on 6th July, 2019 to welcome the new batch. Session on Freestyle Dance Competition on 13th July, 2019, by Alumni Mr. Sanket Pawar, Teacher, Mahatma Education Society. Session on Capital Market on 20th July, 2019, by Alumni Mr. Ashish Asthana, Training Manager - Online Business Head - Digital Branch. Session on skit competition on 27th July, 2019, by Alumni Mr. Surabh Bagal, Software Developer, Ms. Amruth Mali, Assistant System Engineer, Ms. Bhavika Adul, Software Associate and Mr. Tanmay Patil , Software Developer. Session on Talk Like Ted Success Stories of Alumni on 3rd August, 2019, by Alumni Ms. Sharon Mathew, Lecturer. Barns College, Panvel and Anam Kharbe, Teacher. Session on ' Industry connect on 5th October, 2019, by Alumni Mr. Roshan Kumar Jha, Technical Lead. Session on 'Freelancing as a career opportunity on 5th October, 2019, in which our Alumni Mr. Sairaj Mangutkar, Businessman. Session on ' Forming an Alumni Mentoring Club on 5th October, 2019, by Alumni Mr. Aditya Kaushik, Cyber Security Consultant, Mr. Roshan Kumar Jha, Technical Lead, Mr. Sairaj Mangutkar, Businessman, Mr. Bishal Bose, Senior Quality Assurance Engineer. Session on 'Awareness on Blood Donation' on 23rd November, 2019, in which our Alumni Mr. Inder Sharma, Businessman was invited as an Expert. Session on 'Golden Saturday on 2D Animation and VFX on 30th November, 2019, by Alumni Mr. Abdul Rehman Khan, Chartered Accountant. Session on "Let's Talk: Placement Program" on 14th December, 2019, by Alumni Mr. Saddique Siddique , Ms. Tanvi A K , Coordinator. Session on 'Self-defense' on 14th January, 2020 for female students of Zilla parishad school ghot goan. Session on 'Free Eye checkup Camp ' on 15th January, 2020 for residents of ghot goan village, free spectacles were



distributed and cataract treatment was provided to them around 150 residents were benefited with this program. Session on 'Health checkup Camp' on 16th January, 2020 for residents of ghot goan village, free full body checkup was provided to them, around 112 residents were benefited with this program. Session on 'Tree plantation Drive' on 17th January, 2020 in which 100 trees were planted in and around Zilla parishad school ghot goan village. Session on "Future Prospects In Digital Marketing" on 17th February 2020 by our Alumni Mr. Krishna Pillai, Entrepreneur and Co-Founder, NYMBL DIGITAL

## **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)

Participative Management: Practice No.1: Feedback on the curriculum from different stakeholders Curriculum Design and Development is a significant process of developing appropriate need-based inputs. The institution has the necessary arrangements for feedback responses from stakeholders on curriculum. A Standard Format for Curriculum Feedback from each of the stakeholders (Alumni, Students, Employers, Teachers, Parents) for reviewing feedback on curriculum has been prepared and executed by IQAC. Post execution, the analysis was done and an Action was taken Report was prepared by I.Q.A.C. The said process has been carried out on an online mode. The feedback collected has been analyzed and a consolidated report is forwarded to the Board of Studies for consideration in the forthcoming curriculum revision. The ultimate aim of stakeholder's feedback is to get useful insights for the purpose of improvement in all aspects of teaching, learning and evaluation. Participative Management: Practice No. 2: Board of Studies for Programmes and Certificate Courses 12 Board of studies have been constituted as per the guidelines of autonomy and the curriculum design and development of all the courses at all levels are completed. In the year 2019-20, 5 - 10 change in the syllabus content of the University Curriculum has been carried out. The Board of Studies of a Department in the college does the following: (a) prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders (b) suggest methodologies for innovative teaching and evaluation techniques (c) coordinate research, teaching, extension and other academic activities in the department/college. A Board of Studies with industry experts have been formed within the Department of Skill Development and Entrepreneurship to introduce industry-relevant courses. Decentralization: Practice No. 1: Department of Skill Development and Entrepreneurship The said Department has been formed in the academic year 2019-20 to introduce industry/market relevant courses. The Department has been given authority to decide on relevant courses for the students by partnering with various bodies (Both Government and Private) to offer high employability courses that fulfill the needs of the industry. Several MOU's have been entered into. A Board of Studies with industry experts have been formed to introduce industry-relevant courses. Post autonomy is being decided to give two non-academic credits per year on the successful completion of certificate courses. Practice No. 2: Budget Committee The institution has a Budget Committee that prepares a Budget each academic year. Budget Committee brings together multiple voices on important spending issues as the institution collects budgets from respective Associations, Departments and Committees before the commencement of the academic year. This represents a major advantage over a single person making budget decisions. Each committee member is a potential source of new ideas for budget cuts and cost-saving measures. All the Associations, Departments and Committees plan their activities for the academic year and draft their budget individually. Budget Committee prepares Master Budget which is presented before the management for approval. For any amendments to be made in the budget the



management is the authority to approve changes. The Budget Committee:

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
Admission of Students	<p>HUMAN RESOURCE MANAGEMENT We have a standardized procedure as under: • Our H.R. policy is teacher/staff oriented. It is well communicated timely edited and current changes are incorporated as amendments so that all staff members can be educated with organisational objectives. • Staff Welfare activities were conducted year round. • Staff Training was provided. • Lady members were supported during their pregnancy by adjusting lecture timing. • Lady members who have breast feeding babies were allowed to go during working hours. • Differently abled teachers were provided support and amenities. • Staff can avail various benefits of leave such as casual leave / sick leave/ maternity leave/early going. •Promotion avenues are provided to office staff. INDUSTRY INTERACTION / COLLABORATION • Students are encouraged to take up Internships during their summer break. Our parent body, M.E.S., has signed an MOU with NYU STERN Urbanisation Project for setting up 'Urban Expansion Observatory" at our Campus. This collaboration has offered internship opportunities to students. • We have a number of Collaborative Certificate Courses for the benefit of our students. MOU has been signed with Centre for Incubation and Business Acceleration, Navi Mumbai to give added thrust to our incubation initiatives. MOU has been signed between the Department of Excellence of the institution and Mumbai Management Academy Research(MMAR),M/s Rightsole PTE. Ltd. ,Department of Excellence of the institution with Tata Institute of Social Sciences (NUSSD). This will help students to enhance their employability quotient. MOU for sharing academic, clinical training/internship, on job training, project work, student/faculty exchange and for collaborative research programmes to get the mutual benefits have been entered into. (M.G.M.</p>

Institute of Health Sciences, Navi Mumbai, M.G.M. School of Biomedical Sciences) Our institution has registered for IIRS-ISRO Outreach Program. Students will be beneficiaries of different certificate courses in Remote Sensing and geo-spatial technology. Admission of Students

Admission of Students: The institution is affiliated to the University of Mumbai. The publicity of the admission process starts from the day the Press Release is issued by the government relating to the declaration of the result of qualifying examination for admission to undergraduate courses. Admission process is Online as well as all details of admissions are regularly updated on the website. Publicity : Through Prospectus, Website, Counselling Desk, Enquiry Desks, Admission Committee, Coordinators, Stakeholders, Handbook of policies information about the college is shared with the stakeholders. Transparency : The process of admission is fully transparent as there is a clear directive from The University of Mumbai which we follow strictly. Any student desirous of having admission in our Institution can apply online. We follow all the reservation policies outlined by the Government of Maharashtra

Industry Interaction / Collaboration

- Students are encouraged to take up Internships during their summer break. Our parent body, M.E.S., has signed an MOU with NYU STERN Urbanisation Project for setting up 'Urban Expansion Observatory" at our Campus. This collaboration has offered internship opportunities to students. • We have a number of Collaborative Certificate Courses for the benefit of our students. MOU has been signed with Centre for Incubation and Business Acceleration, Navi Mumbai to give added thrust to our incubation initiatives. MOU has been signed between the Department of Excellence of the institution and Mumbai Management Academy Research(MMAR),M/s Rightsole PTE. Ltd. ,Department of Excellence of the institution with Tata Institute of Social Sciences (NUSSD). This will help students to enhance their employability quotient. MOU for sharing academic, clinical training/internship, on job training, project work, student/faculty

exchange and for collaborative research programmes to get the mutual benefits have been entered into. (M.G.M. Institute of Health Sciences, Navi Mumbai, M.G.M. School of Biomedical Sciences) Our institution has registered for IIRS-ISRO Outreach Program. Students will be beneficiaries of different certificate courses in Remote Sensing and geo-spatial technology.

Human Resource Management

We have a standardized procedure as under:

- Our H.R. policy is teacher/staff oriented. It is well communicated timely edited and current changes are incorporated as amendments so that all staff members can be educated with organisational objectives.
- Staff Welfare activities were conducted year round.
- Staff Training was provided.
- Lady members were supported during their pregnancy by adjusting lecture timing.
- Lady members who have breast feeding babies were allowed to go during working hours.
- Differently abled teachers were provided support and amenities.
- Staff can avail various benefits of leave such as casual leave / sick leave/ maternity leave/early going.
- Promotion avenues are provided to office staff.

Library, ICT and Physical Infrastructure / Instrumentation

Library has upgraded Koha Web-OPAC to access library collection online 24/7 and provided web-links to subscribed and open access resources. The link is <http://203.115.126.36:9000/> The college library is a subscriber of NLIST facility through which e journals and e books are made available to the researchers (both students and staff). Library has subscribed to I.P.Based DELNET (Developing Library Network) online database. Students' and staff can avail Inter Library Loan Facility and remote access facility (for username and password contact Librarian). Information Literacy Instruction Programme was held for first year students to give instruction on how to access library resources through Koha Web-OPAC, How to access NLIST database(E-Books and E-Journals). Library has continued the "Earn-While-You-Learn" Programme. Library has created Google Groups to communicate educational related activities with

staff and students. Library organises a number of events like Seminars, Workshops, Book Exhibitions etc. ICT: • We have a continuous, uninterrupted supply of internet with WiFi connection, four computer labs with 420 machines with audio visual facilities in labs and class rooms. Physical Infrastructure/Instruments: • Audio Visual AC Classrooms • Generator backup system. • Biotechnology laboratories have the latest instruments. • Well-equipped Gymkhana and Auditorium with modern facilities are provided. • Ramp and Braille Facility is available for the challenged.

Research and Development

The institution is a registered Ph.D. Centre under University of Mumbai. Laboratories are well equipped hence sophisticated instruments and equipments are available for strengthening research capabilities. The Research Development Committee meets the Principal and the management periodically for research related support. Management sponsorship is available for Quality Research Projects and national and international research papers. Student Research is encouraged through participation in Avishkar student research festival and teachers also participate in both minor and major projects.

Examination and Evaluation

Examination Policy has been framed by the institution through which we have been able to standardise our college examinations. Examination schedule for the entire term was prepared in the beginning of each term and put up on the notice board and website. Semester system with Centralised Internal Assessment and CAP with deadlines for marksheet and result was followed. Standardized and Systematic Examination and Evaluation systems are present. Result Analysis is discussed in the departmental meeting. Results were displayed within ten days of the examinations and marksheet distribution within five days of the results. Moderation was carried out by teachers from other colleges. Interchange of answer sheets by the same department for unbiased assessment.

Teaching and Learning

The institution follows transparent HR policy and Management takes active part in recruitment of teachers and

compensation of teachers which ensures retention of talented teachers and ensures employee engagement towards organization. Quality of teaching is ensured by systematic feedback from all stakeholders. The management provides modern ICT facilities for imparting curriculum. Apart from classroom interaction, meaningful learning is initiated through guided teaching, workshops, seminars, case study, industrial visit, study tour and fieldwork. MES E Learning Channel is a management initiative in which faculty is motivated to upload modules which stands as a ready reference for students.

Curriculum Development

A Curriculum Design Progression Plan is in place. As we are an autonomous institution, we have 12 Board of Studies who frame the syllabus for different programmes. Stakeholders (Alumni, Students, Parents, Teachers and Employers) participate actively in syllabus framing. Our teachers are members of the Syllabus Framing Committee which helps them to actively participate in syllabus framing. The Department of Excellence executes Skill Based Certificate Courses for the benefit of the students. It has its independent B.O.S. for designing Autonomous Certificate Courses.

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

E-governance area	Details
<p>Planning and Development</p>	<p>Planning and Development: The College has an Information Management System in place which collects information regarding the upcoming events to be conducted. College website is systematically updated with all the information required for admission, scheduling time table, exam dates, attendance wind up dates for calculating attendance monthly, railway concession dates and the like. The College has a Biometric system where teaching and nonteaching staff have to punch in and out while entering and leaving the Campus. This ensures scheduling and time management for various activities. E based system is available for the following processes: Admission (Requirements, Eligibility, Prospectus, M.E.S. Online Enquiry Form) Online Examination Facilities</p>

(Examination Calendar, Online ATKT Form Filing, Online Results, Exam Time Table, Passing Standards, Unfair Means) Railway Concession Forms Attendance Feedback

Administration

Computerized maintenance of Student Data, General Administration, Admissions, Fees, etc. is done by the office staff. Student's data entry connected with MKCL database. Use of MKCL software is done through University Portal. Government Scholarship and Caste Validity is done through the Government of Maharashtra portal. Registration of foreign students is done through Central Government Portal and FRRO office. Campus Care is our inhouse software used for admission, fees etc

Finance and Accounts

The college uses the Campus Care software for the Finance and Accounts Department of the college. The college conducts regular audits of annual books of accounts. The Administrative Office maintains the Books of Accounts properly which helps in auditing procedure.

Student Admission and Support

Student Admission and Support College has extended a helping counter for the students which provides them several services such as Admission form Filling, Examination form filling as well as Scholarship Form filling at one place only. Institutional Website contains all information relating to the courses. The Admission Policy followed is as per the directives given by University of Mumbai. Mahatma Education Society in association with Google has agreed to provide all students with email and apps services for free. The Online Student Attendance Record maintains a quick and accurate record of attendance of students which can be viewed by students.

Examination

The College has the separate Examination Room with equipped ICT tools necessary for examination purpose. As per the requirement of the Examination department all the necessary equipment are provided by the college such as Strong Room, Separate Desktop, Internet Facility for online procedure of Paper Downloading, Shredding Machines and the like. Online Examination Facilities available

### 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
2019	Dr. Rinkoo Santnu	International Conference on Innovation in Management and science	NA	2000
2019	Mrs. Nithya Varghese	International Conference on Innovation in Management and science	NA	2000
2019	Mrs. Sharavathi .C	International Conference on Innovation in Management and science	NA	2000
2019	Dr. Seema Somani	International Conference on Innovation in Management and science	NA	2000
2019	Dr. Abida Khan	International Conference on Innovation in Management and science	NA	2000
2019	Mrs Sunita Saini	International Conference on Innovation in Management and science	NA	2000
2019	Mrs. Jennie Prajith	International Conference on Innovation in Management and science	NA	2000

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

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
2019	FDP on 'How to conduct and write a literature review: A starting point to good research.'	NA	28/03/2020	28/03/2020	100	Nil
2019	Three days International Faculty Development Programme on Digital teaching and learning Environment	NA	11/05/2020	13/05/2020	1482	Nil
2019	International Faculty Development Program on Research Methodology	NA	04/05/2020	08/05/2020	500	Nil
2019	National FDP on Research Methodology for Ph.d pursuing faculty	NA	26/05/2020	01/06/2020	374	Nil
2019	FDP on Bloom's Taxonomy and Rubrics	NA	17/08/2019	17/08/2019	50	Nil
2019	Training Session on Google Classroom	NA	09/12/2019	09/12/2019	50	Nil
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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
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FDP on ' How to conduct and write a literature review: A starting point to good research.'	60	28/03/2020	28/03/2020	1
Training Session on Google Classroom	50	09/12/2019	09/12/2019	1
FDP on Bloom's Taxonomy and Rubrics	50	17/08/2019	17/08/2019	1
National FDP on Research Methodology for Ph.d pursuing faculty	10	26/05/2020	01/06/2020	7
International Faculty Development Program on Research Methodology	40	04/05/2020	08/05/2020	5
Three days International Faculty Development Programme on Digital teaching and learning Environment	62	11/05/2020	13/05/2020	3
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	57	7	25

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
3	2	6

**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 has a mechanism for regular internal and external audits. We have our own internal audit mechanism wherein audit is an ongoing continuous process in addition to the external auditors who verify and certify the entire Income and Expenditure and the Capital Expenditure of the institution each

year. A Budget Committee is formed to keep a check on the utilization of available funds. It collects a budget of planned activities from departments, associations and committees in the beginning of the academic year. At the year end through income and expenditure accounts of departments, associations and committees, it conducts comparison with the budgets to keep a check on fund allocation and utilization. For External Financial Audit, Income and Expenditure Account of institution after being verified by the internal chartered accountant, authenticated by the external chartered accountant, and to get true and fair view of financial result. The Budget Committee follows the directions given by the Principal and the IQAC Coordinator in the entire procedure.

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
Jay Ambe Book Agency, Mumbai, Deepak Book Store, Aptech Ltd., The Chartered Institute for Securities Investment (CISI)	30000	To organise seminar, workshop conference
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

3892444

## 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	ISO 9001:2015 URS Certification Ltd.	Yes	Internal Audit Committee
Administrative	Yes	ISO 9001:2015 URS Certification Ltd.	Yes	Internal Audit Committee

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

Parents are invited for the Orientation Programme of their wards on their first Day of College every year. We conduct regular meetings with parents each semester. Apart from this the class teacher meets the parents whenever necessary. Feedbacks from the parents are taken during these meetings. Class Teachers also interact with parents after the attendance winding up. Feedback from parents is given due consideration. Parents are on the IQAC and their inputs are given due consideration. Parents are always invited for the Appreciation Ceremony of Meritorious Students. Parents are members of important committees like IQAC wherein their feedback and suggestions are taken.

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

On 1st October 2019, Health Check-Up Committee organized a workshop on Body Fat Analysis by Fitness experts Mr. Parasram Bajantri and Mrs. Harshala Bajantri

educated the importance of fitness in our everyday life. Staff Welfare Committee conducted a Yoga Session on 1st October, (Tuesday) 2019 for the Teaching and Non-teaching staff. Staff Welfare Committee organized Diwali Celebration on 19th October (Saturday), 2019 for the Teaching and Non-teaching staff. Staff Colloquium Committee conducted a Session on "ME TIME" The Hidden Wonder of Solitude on Saturday 1st October, (Tuesday) 2019.

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

1. Autonomous status and curriculum revision 2. New certificate courses 3. MOUs with external agencies

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

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	Participated in National Institutional Ranking Framework (2019-20)	13/12/2019	13/12/2019	13/12/2019	Nil
2019	Participated in Atal Ranking of Institutions on Innovation Achievements (ARIIA), MHRD, Govt. of India (2019-20)	15/10/2019	15/10/2019	15/10/2019	Nil
2019	Green Audit	14/06/2019	14/06/2019	14/06/2019	Nil
2019	Internal Academic Audit	15/07/2019	15/07/2019	24/07/2019	11
2019	Participated in Unnat Bharat Abhiyan, M.H.R.D, Govt. of India	24/04/2019	24/04/2019	24/04/2019	300
2019	Conducted	30/09/2019	30/09/2019	30/09/2019	11

	I.S.O. audit				
2020	Students Satisfaction Survey	27/01/2020	27/01/2020	27/01/2020	2967
2019	Electricity Safety Audit	03/06/2019	03/06/2019	03/06/2019	Nil
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
'Poster making Competition' on the theme 'Health deficiencies in women in India'.	30/07/2019	30/07/2019	40	Nil
'Free Thalassemia Camp; Hemoglobin Check- up' in association with Parents Association - Thalassemic Unit Trust (PATUT), Mumbai	30/07/2019	30/07/2019	101	58
Awareness Session on 'Women Cancers' by Tata Memorial Centre	31/07/2019	31/07/2019	130	Nil
Session on 'Women Self-Empowerment: The need of Contemporary Society'	23/11/2019	23/11/2019	70	Nil
Essay Competition On the occasion of International Women's Day	07/03/2020	07/03/2020	10	5

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

Conducted GREEN AUDIT on 14th June 2019, by STEP Private Limited in the following 13 major areas (including their sub-sections) were covered and compliance/ initiatives under these areas were verified/ validated. a) Good Daylight Design b) Water Efficiency c) Wastewater Management d) Indoor Air Quality and Ventilation e) Energy Efficiency f) On-site Energy Generation g) Temperature and Acoustic Control h) Paper Waste Management i) E-Waste Management j) Canteen and Solid Waste Management k) Universal Access and Efficient Operation and Maintenance of Building l) Green Belt m) Green Programs (Green initiatives)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Provision for lift	Yes	10
Ramp/Rails	Yes	10
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	13
Scribes for examination	Yes	5

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
2019	1	1	28/08/2019	1	Bottle Gardening activity in the premises of the college compound walls	Helps to reuse bottles and reduces trash	36
2020	1	1	03/02/2020	1	Bottle Gardening activity in the premises of the college compound walls	Helps to reuse bottles and reduces trash	36
2019	1	1	02/08/2019	1	180 samplings were planted at	Restore the eco-balance of the afforestation	38

					Khutari village	on drive	
2019	1	1	20/06/2019	1	Composting of garden waste and canteen waste on the campus after 30 days the mature compost was given to the gardeners for utilization as manure for enhancing plant growth.	Segregation of huge amount of canteen waste, Student s ensitivity with regards to environment	32
2019	1	1	22/08/2019	1	Composting of garden waste and canteen waste on the campus after 30 days the mature compost was given to the gardeners for utilization as manure for enhancing plant growth.	Segregation of huge amount of canteen waste, Student s ensitivity with regards to environment	32
2019	1	1	10/12/2019	1	Composting of garden waste and canteen waste on the campus after 30 days the mature	Segregation of huge amount of canteen waste, Student s ensitivity with regards to enviro	32

					compost was given to the gardeners for utilization as manure for enhancing plant growth.	ment	
2020	1	1	02/03/2020	1	Composting of garden waste and canteen waste on the campus after 30 days the mature compost was given to the gardeners for utilization as manure for enhancing plant growth.	Segregation of huge amount of canteen waste, Student sensitivity with regards to environment	32
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Student Handbook	06/06/2019	The purpose of the Student Handbook is to give students and their parents/guardians an understanding of the general rules and guidelines for attending and receiving an education at the institution. Publicity is given to the document through the prospectus, through fresher's orientation programme and through the college website for ensuring its adherence. Regular follow up is carried out and in case any student is deviating from its

		<p>provisions are counselled by the Head of the institution and the Professional Counselor at the institution. Students and parents/guardians are made aware that this document is reviewed annually since policy and procedure adoption is an ongoing process. The most recent adopted policy or procedure prevails. The Handbook is amended at any time and those changes are communicated by the administration to the staff, students and parents/guardians. Publicity, Adherence and follow up, counselling</p>
Staff Handbook	06/06/2019	<p>The purpose of the Staff Handbook is to acquaint the staff about the personnel policies and procedures, rules and regulations to be followed by staff, professional ethics, employee benefit plans, and facilities. Due publicity is given to this document at the time of recruitment and regular follow up is carried out to ensure its provisions are followed and in case of deviation counselling is done. It helps the staff to understand responsibilities and the opportunities available to them as a staff employee. The College retains the right to modify the Handbook at any time.</p>
Policy Handbook	06/06/2019	<p>A complete list of Policies providing guidelines on the functioning of the various committees and associations, are included in the handbook. The policy applies to all staff, students and other</p>



stakeholders. The objective is to follow set parameters in all the processes to foster a culture of continuous improvement in all facets of the institution.

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

Activity	Duration From	Duration To	Number of participants
Mindfulness - Meditation session	17/08/2019	17/08/2019	50
Anti- Smoking Drinking campaign	24/09/2019	24/09/2019	42
Anti-Drug campaign	01/10/2019	06/10/2019	40
Social Media and Online Gaming Addiction	09/10/2019	14/10/2019	50
Seminar on memory strengthen relaxation exercises during examination period	18/12/2019	18/12/2019	100
Session on stress management	07/01/2020	07/01/2020	30
Importance of segregating Dry waste and Wet Waste	29/02/2020	29/02/2020	32

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

Environment Analysis and Conservation team (EnACT) carried out composting of garden waste and canteen waste on the campus on 20th June 2019, 22nd August 2019, 10th December 2019, and 2nd March, 2020. Complete degradation of the wastes was obtained in 30 days following which the mature compost was given to the gardeners for utilization as manure for enhancing plant growth. Also, the students carried out physical and chemical analysis of the compost to check its efficacy as manure. Nature Club conducted a Bottle Gardening activity in the premises of the college compound walls on 28th August, 2019. Nature Club organised a session on Wildlife and Conservation on 20th September, 2019 in which students were acquainted with 'Refuse- Reduce -Reuse- Recycle' which can be used in daily life to conserve the environment. Nature Club conducted the Best out of Waste Competition on 23rd January 2020. Nature Club conducted Bottle Gardening Activity (maintenance) in the premises of the college compound walls on 3rd February 2020.

## 7.2 – Best Practices

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

Best Practice of the Institution Department of Excellence Title of the Practice: Skill based Learning Goals: The objective of the scheme is to introduce career and market-oriented, skill enhancing add-on courses that have utility for job, self-employment and empowerment of the students. At the end of

three years, the students will be equipped with a Certificate/Diploma/Advanced diploma in an add-on orientation course along with a conventional degree in Science/Arts/Commerce. The Institutions aspires to offer a wide range of career-oriented subjects in various related areas. Students are given freedom to diversify into various fields not necessarily related with their core discipline. The Context: Globalization of education has fostered reorientation of Higher Education System. It is envisaged that professionally qualified graduates with a sound knowledge of their core disciplines and expertise in a concerned skill will have more job openings in various sectors. Demand and scope for such professionally trained graduates are visible in the applied fields of almost all basic/core disciplines. To meet this challenge, it is necessary to encourage incorporation of skill oriented and value added, add-on courses in colleges. The Practice: The Department of Excellence has been formed in the academic year 2019-20 to introduce industry/market relevant courses. Board of Studies with industry experts have been formed to introduce industry relevant courses. Post autonomy it is being decided to give two non-academic credits per year on successful completion of certificate courses. Several MOU's have been entered into in this regard: MOU was signed with Mumbai Management Academy Research (MMAR), Registered Office at National Skills Development Agency, Govt. of India to provide Certificate Course in Data Science. This course has received corporate funding. MOU was signed with M/s Rightsole PTE. Ltd. for all the courses offered by them. MOU has been signed with Tata Institute of Social Sciences (National University Students Skill Development (NUSSD) programme) for Diploma in Banking and Finance Course which commenced on 1st April, 2020 for 6 months. 55 students enrolled for it. The program is specifically designed for economically academically weak students. Started Autonomous Certificate Courses by in-house Board of Studies: Tally ERP, Soft Skills, Content Writing, Environmental Science, Food Nutrition Science, Advanced Excel, Personality Development. Started Collaborative Certificate Courses: Campus to Corporate, Data Science, PTC Bioinformatics, Human Resource Management, Google Certified Digital Marketing, Technical Analysis, Introduction to Banking Financial Markets, Certificate Tax Accountant Plus, Diploma in Banking Finance in Association with Tata Institute of Social Science. Students have also participated in SWAYAM NPTEL Courses. Value added courses Date of Introduction Number of students enrolled Tally ERP 08/8/2019 to 1/10/2019 39 Campus to Corporate 27/1/2020 to 25/2/2020 61 Data Science 30/7/2019 to 23/1/2020 106 Soft Skills 16/8/2019 to 13/12/2019 57 Content writing 10/2/2020 to 27/2/2020 28 Environmental Science 19/10/2020 21 Food Nutrition Science 2/12/2019 to 27/2/2020 55 PTC Bio Informatics 16/12/2019 to 20/12/2019 20 Human Resource Management 23/7/2019 to 31/7/2019 14 Google Certified Digital Marketing 11/2/2020 to 29/2/2020 32 Advanced Excel 26/7/2019 to 3/12/2019 14 Technical Analysis 24/8/2019 to 30/9/2019 22 Introduction to Banking Financial Markets 10/2/2020 to 27/2/2020 31 Certified Tax Accountant Plus 27/7/2019 to 10/2/2020 180 Personality Development 26/6/2019 to 2/8/2019 110 Diploma in Banking Finance in Association with Tata Institute of Social science 1/4/2020 onwards for 6 months 55 enrolled course commenced Evidence: The Department of Excellence has been collaborating with industry and entering into MOUs for introducing industry relevant courses and is geared up for furthering efforts for the skill development of the students. Around 1126 students enrolled for Certificate Courses this year. Problems encountered and resources required: The Department aims at offering affordable courses for all students. Collaborating with institutions with subsidized offerings can be a challenge for even the most well-connected higher education institutions. Best Practice of the Institution Innovation Club Title of the Practice: Foster innovation through Innovation Club (Training teachers with new methods of teaching) Goals: Using innovative methods of teaching is a crucial skill for teachers. Studies have proven that innovative teaching methods can definitely improve student learning outcomes. Experimenting new methods and strategies can

improve student engagement, motivation and attainment. One of the biggest challenges for teachers across the ages has been to keep the students in the classroom engaged and attentive to the content that is being taught. In recent times, the introduction of technology in the classroom has helped enrich and enhance the pedagogical process. The institution aspires that the teachers be trained in various tools that can positively affect student engagement and can make teaching and learning more interesting and relevant. Context: E-learning and ed-tech are among the latest trends in the Indian education sector. The classroom is a dynamic environment. Being an effective teacher therefore requires the implementation of creative and innovative teaching strategies in order to meet students' individual needs. As a teacher there is no 'one size fits all' solution, so there is a need for a range of effective teaching strategies that can make teaching effective. The COVID-19 pandemic situation has affected conventional teaching-learning. Schools and colleges across the globe have closed in the wake of the coronavirus pandemic. Now, the biggest concerns for teachers is maintaining continuity in student engagement and tracking progress. As a result e-learning on digital platforms is the need of the hour. To overcome this problem, online teaching methods need to be used and the teachers need to be trained for the digital launch of education. The Practice: Innovation is adapting to the new ways of doing things which are definitely proven to be better than what prevailed. The Innovation Club at the college takes up activities for equipping teachers with relevant skills for aiding quality teaching and learning. A number of training sessions have been organized for training teachers to make use of educational technology effectively. Faculty at the college are fully trained to carry out teaching and learning activities on an digital platform using innovative teaching methods like: Jamboard, Concept Mapping (using Miro), Kahoot, Testmoz, H5p , Infograph, Screencast-O-Matic and the like. Workshops and training modules have been organized from time to time to aid interactive and innovative teaching. Hands on Sessions have been organized on Google Meet and Google Extensions and Workshops/ Training Modules have been planned to equip teachers to take attendance, conduct tests and the like, with ease, on an online platform. The faculty has been trained to make use of a number of innovative processes to aid teaching and learning. Methods of learning used: Smart Class Flipped Class Expeditionary Learning Personalized Learning Interactive Learning Online Learning The Innovation Cell organised an Online Teaching Workshop themed 'Interactive teaching with Technology' from June4-June 6, 2020 on Google Meet to train teachers to teach in an online environment. E-tutors were E-tutors with their Co-Tutors conducted the said Workshop with hands-on training on all three days. Hands on session was conducted on Google Classroom and Google Extensions Online tools like Jamboard, Concept Mapping (using Miro), Kahoot, Testmoz, H5p , Infograph, Screencast-O-Matic and the like were taught to aid interactive aappointed and a three- day long training was given to the faculty. nd innovative teaching. E- Content was developed by teachers which has been put up on Mahatma Education Society (MES: Parent Body) Learning Channel for the benefit of the students. Evidence of Success: Student feedback has confirmed their satisfaction with the various innovative methods of teaching used by the teachers. Also, in the present scenario, digital teaching may seem like the logical method to continue imparting education. Teaching and learning is ongoing at the institution on a digital platform. Both students and teachers have taken up training on a digital platform. Evaluations have confirmed the efficacy of the teaching and learning on the digital platform. Problems encountered and resources required: Despite the advantages there are some limitations of online based teaching and learning. It ignores the technological limitations faced by students and teachers, for example, an uneven internet connection. Most importantly, human touch that is face to face connection in education certainly seems logical. A lot of times students need mentoring and a teacher is a great support which is not possible through technology.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://pcacs.ac.in/igac/best-practices/>

### 7.3 – Institutional Distinctiveness

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

Inclusive education is one of the greatest challenges facing the education sector. It is necessary that all learners have a fulfilling learning experience. Our vision is "Education for All". To fulfill our vision, we welcome students from diverse backgrounds irrespective of region, religion, caste, economic strata and academic performance. Keeping the institutions vision in mind a number of inclusive teaching and learning strategies have been put in place. Inclusive Learning and Teaching recognises all student's entitlement to a learning, respects diversity and enables all students to participate. These strategies contribute to an overall inclusive learning environment in which students feel equally valued. Inclusive Strategies Bridge Courses Language Laboratory Braille and other facilities for the challenged Earn and Learn Scheme Scholarships and Free ships by Management Mentoring Guidance lectures E-Notes for all subjects and all chapters Incubation Support for the students Research Funding and Support for students Book Bank Scheme Free Skill based Courses from reputed Institutes like TISS, Mumbai Teachers are trained in various skills to be able to cater to the needs of the inclusive strategies.

Provide the weblink of the institution

<https://pcacs.ac.in/igac/institutional-distinctiveness/>

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

Increasing the involvement of industry in curriculum design. More Career/Market oriented courses to be offered to students. Increasing number of student certifications. Provide teachers training with new methods of teaching through Innovation Club. Additional content on Institution's E- learning portal and Increase utilization of E-resources in the library. Increase in the number of Smart Classrooms. Regular Internal and External Academic Audits. Encourage publication in quality journals. Increase in participation of faculty and students in National and International conferences. Encourage faculty and students to participate in research projects. Increase in the number of students participating in Avishkar Research Convention. Increase the number of placements. Increase the number of placement partners. Increasing Internships. Increase IPR generated by the institution. Collaborate with industries for student/ research project. Establishing MOU's with industry for technology IP sharing. Strengthen Alumni Engagement Increase Extension Activities Energy Efficiency Green Measures Automation of Administrative Tasks Create Global Linkages Strengthening Consultancy Services Conducting more activities through Navi Mumbai College Association. Value Education to be given importance. Conduct more I.P.R. Cell activities.