YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	JMF's Vande Mataram Degree College of Arts, Commerce & Science (CS & IT)
• Name of the Head of the institution	DR. Rajkumar M. Kolhe
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02512463809
• Mobile no	9892531965
• Registered e-mail	dr.rajkumarkolhe@gmail.com
• Alternate e-mail	vmdccollege@gmail.com
• Address	JMF Sanskriti Vihar, Dr. Nemade Road, Telcoswadi, Kopar, Dombivli (w)
• City/Town	Dombivli west
• State/UT	Maharashtra
• Pin Code	421201
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Mumbai**
• Name of the IQAC Coordinator	**Mrs. Vanita A Lokhande**
• Phone No.	**9930683755**
• Alternate phone No.	**8655030889**
• Mobile	**9930683755**
• IQAC e-mail address	**vanitalokhande23@gmail.com**
• Alternate Email address	**lokhandevanita@yahoo.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.vandemataramcollege.com/app/webroot/files/NAAC_2021/aqar2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.vandemataramcollege.com/IQAC/Academic-Calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.08**	**2019**	**04/03/2019**	**03/03/2024**

6.Date of Establishment of IQAC	**01/01/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Convocation Ceremony (Degree Certificate Distribution)

Webinars & Quiz Competitions

Online Lectures , Online Exam & Online Cultural Activities

Five Days Workshop On Entrepreneurship Program

Feedback Collected from various stake holders

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

Plan of Action	Achievements/Outcomes
Preparation of Academic Calendar	The academic calendar committee of the college has prepared academic calendar for the A.Y. 2020-2021. The IQAC coordinator discussed over the content and action plan of the year 2020-21 and with due to pandamic situation online lectures were expected so as per this some suggestion given by members of IQAC and then academic calendar of the year was finalized.
Preparation and Submission of data to AISHE	Submitted data in AISHE web portal
Revised website updation format and circulated to all departments.	Website updated
Department wise workshop and webinar	10 Webinars were arranged by all departments.
Conduct on campus vaccination programmes	Started conducting free vaccination programmes on campus for all stakeholders and the local people
Examination reforms	Workshops/ Webinar organized for all teachers on Question paper setting as per guidelines received from Universoty of Mumbai. Online uploading of Question papers, result ,attendance and internal marks for examination & result process

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	25/01/2021

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **13**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **1514**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **456**

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

File Description	Documents
Data Template	View File

2.3   **541**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **35**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **35**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	13

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1514

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	456

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	541

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	35

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	35

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	20
4.2 Total expenditure excluding salary during the year (INR in lakhs)	31.71
4.3 Total number of computers on campus for academic purposes	60

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The college is affiliated to the University of Mumbai and recognized by Government of Maharashtra.**

Syllabus • College doesn't have freedom to set up the curriculum, but institution implements innovative ideas, methodology, and information for the best results. • University designs syllabus for students. The University organizes various seminars & workshops related to syllabus and all the college faculties are invited to participate.

2020-21 year totally passed in covid-19 pandemic. Institution tried to implement each and every part of curriculum delivered successfully. Documents related to curriculum made online.

Academic Calendar • An academic calendar is prepared in advance and published in the college prospectus. • Institution follows the academic calendar strictly. Due to pandemicsituation FY admissions

filled late and their lectures started late and accordingly their examinations were held by institution.If any changes that is informed in advance to the learners. • Calenderincludes all the examinations, results, seminar/workshop, staff meeting, student council, all major and minor event schedules etc.

Strategic Plan, Management & Implementation • The HonorablePrincipal establishes a core committee of senior faculty members, mainly consisting of the Heads of department, to monitor the overall operations of the college undergoing the transition to autonomous status. • Under the guidance of the Chief CoordinatorHOD of the department prepares the Time-table and distributes it to the appropriate subject's teachers for effective execution and taking into consideration about the availability of the classrooms, laboratories, faculties etc. • Each and every staff member maintainrecords various tasks in Excel performed on daily basis by the teachers such as planning / completion of lectures / practical along with work- load adjustment (if any). Students' attendance and many such records are also maintained. • For effective execution of lectures/ practical faculty members give the briefing about the variations in the exams questions and practice paper sets are prepared, experiment write-up are made. • Physical and soft copies of all the records are maintained in appropriate academic files and folders for future reference. • In case of absenteeism of any faculty members on any day in official working hours then that particular faculty will have to make the arrangements for alternative faculty member and inform to the Chief-coordinator well in advance for the same. • In case of sick leaves or occasional holidays, lacking in syllabus is covered by taking Extra Lectures on Sundays/ Diwali Vacations/ Christmas Vacations/ any holidays and the records for the same are maintained. • The progress of the learners of particular department is evaluated on the basis of power-point presentations, semesters. • The HonorablePrincipal conducts monthly meeting with all the Teaching and Non-teaching staff separately and severally in order to assess the progress made by the institution.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.vandemataramcollege.com/app/webroot/files/2020-2021.pdf

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

As an affiliated institution of Vande Mataram Degree College, evaluation norms of the university are followed. The university has adopted major reform in evaluation by introducing Credit based grading system from the academic year 2016-17 and the institute has adopted the same. The college has adopted a method of assessing the academic performance of the students on a continuous basis. As per the university regulations, two internal midterm exams will be conducted.

Semester wise exams are conducted twice in a year. The marks allotted for internal exams are 25 and for external examination are 75 (For self-finance program), there is no internal exam for traditional programs like BCom, BA, B.Sc except Foundation course subject. For Foundation course 25 marks project work given to students. For traditional courses exams are of 100 marks. In this frame work, the college conducts the following components as part of internal exams. Objective Question Paper (20 marks). Multiple choice and fill in the blank questions are set by subject teacher.

Marks will be awarded for all the above activities as per their evaluation criteria 25,75,100. To bring uniformity in evaluation in scripts by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them.

Each students is encouraged to give seminars in the class.

Continuous assessment in practical subjects: For practical subjects, there shall be a continuous evaluation during the semester. 50 marks alloted to practical for every subject.

AY 2020-21, All the examinations theory as well as practical conducted on online platform. Marksheets made in excel format, verified and sent to examination department for further process. Result declaration done by institution with online mode.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate | D. Any 1 of the above

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

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

1.2 - Academic Flexibility

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

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

0

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

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

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

2

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

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

20

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

1.3 - Curriculum Enrichment

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

Gender:

1. **As we the people of India, binded by the Constitution have fundamental responsibilities towards society to provide everyone with equal opportunities to study and work together, to lead in every activity.**
2. **Gender differentiatedare totally avoided and equality is obliged by the institution.**
3. **The college has Women DevelopmentCell and Grievance ReaddressCell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. Environmental studies (EVS): 1.We are born with duties and responsibilities. Therefore our responsibilities are also towards the "Environment" as it is crucial part of the country, where we need to take due care and steps to protect the environmental problems such as:**
    1. **Effective measures to control the pollution.**

2. Safety measures to protect the environment by disposing-off hazardous chemicals.
3. The campus is full of greenery i.e various categories of trees such as Ashoka, Neem, Mango Ripe, Xmas Tree, Tamarind, AnnonaHexapetala, Amla, Tulsi, Banana, Coconut etc. Environment Daycelebrated every year, where students actively participate.

Human Values and Professional Ethics:

To maintain the human values as well as professional Ethics, Institute held following webinars in AY 20-21.

1. Intellectual Property Rightswebinar
2. WORLD MINORITY RIGHTS DAY
3. FACULTY DEVELOPMENT PROGRAM
4. A step towards Entrepreneurship
5. Human Excellence On the Auspicious occasion of Swami Vivekanandji Jayanti

The Photo gallary and webinars reports are available on college website.

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

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

2

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

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

15

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://www.vandemataramcollege.com/files/upload_file/upload/42/STAKEHOLDERS FEEDBACK 2020-21.docx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.vandemataramcollege.com/files/upload_file/upload/41/FEEDBACK.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1514

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

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

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

457

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

2.2 - Catering to Student Diversity

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

Following facilities are common for advanced learner & slow learner:

*Adoption Scheme: Institution has started adoption scheme wherein every mentor is given the responsibility of a certain number of learners. 30 - 40 students allocated to every class teacher. Class teacher/ mentors communicates about the schedules of college activities such as webinars, online meetings, and lectures and so on. Counseling on various issues such as financial crises, personal problems is done too.

* Book bank: Institution provides Book bank facility to the learners. From this year this facility was available in online as well as offline mode. This is basically for economically weak and backward class learners who drop education just because they are not able to manage economically. The virtual availability of the notes and books helped to fight the pandemic challenges.

* Counseling: Institution provides counseling sessions where learners are helped in dealing with their personal & educational conflicts. It allows individual learners to have an opportunity to improve their understanding level, including their pattern of thoughts, behaviors, feelings, etc.

Learning needs of advanced learners

From the very beginning the Institution takes special interest in identifying and promoting the needs of advanced learners. The institution plans the yearly activities in advance with specific concentration in terms of advanced learners of UG/PG classes. Due to the pandemic, each activity which was planned shifted to online mode. They are provided with motivational sessions and trainings by inviting resourceful persons in form of webinars. The institution practices this to encourage and strengthen the skills of the learners to promote effective participation in learning

process. The student thus learns:

*Motivation to attend webinar and online activities: The Institution motivates the learners to participate in various webinar, quiz competitions and various cultural activities etc. that are arranged by our own college and even other institutions too.

*Special Recognition: The learners who take active participation in various activities are specially recognized by the head of institution for their outstanding performance and participation. They are awarded by online certificates by Principal. This motivates the learners to participate more actively in various activities.

Learning needs of slow learners

*Remedial Teaching: The learners are provided with necessary guidance to overcome their problems after identifying their areas of difficulties. It improves the confidence level of learners' which in turn reduces their fear of examination and screen.

*Extra Time & support: Slow learners are provided with extra time and care during examinations. Even the facility of scribe is provided to the learners who are physically and mentally disable.

*Special Attention: The Institute provides special attention to slow learners by finding out creative ways to cope with their weak cognitive skills. This helps to maintain the pace of class teaching which in turn does not gets affected. They are also encouraged to participate in various activities and recognized with rewards for the same. This helps in building their self-confidence and motivates them for further involvement.

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

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

Number of Students	Number of Teachers
1514	35

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

- **Experiential Learning:.** It can be more specifically defined as "learning through reflection on doing". Our institution provides various ways to its students for learning such as working on projects related to research activities. They are also given exposure through field visits, study tours, excursions, educational tours, Industrial visits, etc. Unfortunately due to pandemic situation no such field visits could be arranged.

- **Participative Learning:** Online teaching being one of the sudden challenge made the teaching learning process concentrate on variety of new methods so as not to hamper the participation of students. During the online classes, chat box was used to max. Every student was given freedom to ask their doubts and to participate in the interaction initiated by the subject teacher. Along with lectures, students were also provided with the opportunities to participate in variety of quiz competition, ppt competitions and so on.

- **Problem Solving Methodologies:** Many subjects offer the teaching learning process that enables a teacher to make their students learn problem solving skills. Mathematics, systematic operations, scientific studies and market analysis proves a helping hand to the students for their further life by enhancing their critical thinking skills. Problem solving is not only directed towards subject learning but also taught in concern with real life.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

ICT tools have been a bleesing in the pandemic period.Although being used before pendamic too, it holded importance to another level during lockdown. As everything shifted to online mode, our institution also adopted the online practices to the maximum level. From training the faculty members through FDPs to conducting online exams, everything went digital. Google Meet and Zoom Meeting platform was used for the purpose of conducting lectures, meetings, webinars, counseling and Exams. Google classrooms were created for every class and each subject group was headed by the faculty to pass on the notes and submission of the assignments. ICT tools were practiced for the entire year and it included the following- Faculty Development Programs- Faculty development programs were arranged for the inhouse faculty members by the institution. Training was given regarding the different softwares like Excel, Google meet, Zoom Meeting, Google Classroom and personal doubts were cleared of each staff member. Admission process- Entire admission process was done online. From orienting about the course to form filing, payments, receipts, each step of the process was done using digital gadgets and networks. Guiding students- Students were given guidance regarding the payment of fees, submission of assignments and attending lectures online along with guiding them for online class activities. During Lectures- While conducting lectures various online resources were used so as to make the students understand concepts deeply. Links of various sites, videos and other informative stuff's pdfs were shared for the purpose of effectiveness. Internal Examination- Students were asked to give presentation on a particular topic which was assigned to them via ppt presentation, group presentation and debates. External Examination- Our institution conducted the examination process as per the the university guidelines. Students were provided google form link for the online examination and supervision was done through zoom meeting. Result declaration- Results were declared in the class wise meetings arranged and hosted by the head of the institution. Those students who excelled were recognized while others were motivated to perform better.

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

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

35

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

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

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

NIL

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

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

2.4.3.1 - Total experience of full-time teachers

148

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

2.5 - Evaluation Process and Reforms

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

Institution believes that the Learners can be evaluated in the best manner if there is continuous and effective internal assessment. With the motive of polishing the students to their best standards, transparent and robust for internal assessment is done by various mechanisms such as-

· Internal Assessment

The exam committee guides the staff to arrange weekly tests for all courses as per given schedule which follows proper pattern of papers framed by university. Projects are the parts of all courses. Viva, participation ratio and overall class behavior is also considered.

· Question Paper Setting.

Multiple choice questions were framed by the faculty so as to make students comfortable giving their internal exam online. Oral explanations were also demanded through PPT presentations. This made then experience and have a hold over the online methods which helped them for their external examinations.

· Conduct of Examination

Due to the pandemic, assignments were accepted online. Google forms and many online sessions were arranged for the students to present their data that was then effectively evaluated by the mentors.

• Result declaration

After the evaluation, the head of the institution declared and appreciated the best students, while who performed below average were later counseled by their respective teachers.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution ensures full transparency in the process of examination. The institutions policies are so transparent from start to end that mostly any grievance arises gets solved in less than 24 hours. The examination of FY & SY is conducted by the college and only TY examinations are conductedbyUniversity of Mumbai. The link for downloading the question papers of TY is provided to the registered colleges one hour before the commencement of examination. The college has to download the question paper according to the question paper code and photocopies of the same are to be taken out within the time span of starting of the examination. The downloaded question papers are sealed in front of higher authorities i.e. Principal and the question papers are unsealed in front of students just before the examination starts. Signature of student from particular course is taken so as to keep it as a proof that the seal is broken in front of students. These activities are taken place under the surveillance of CCTV.

Satisfaction of all the stakeholders of the institution is one of the prior things that our institution considers. Students, being the most part, are always welcomed to solve their problems. The internal examination related grievances are their effectively look on to its earliest. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance. If any student feels that the marks given to him in any paper are not just, he or she can apply revaluation by remitting the fees to the college. The students should apply within a fifteen days after declaration of the result. The college appoints subject expert other than the previous assessor. If there is change in score, it is corrected by internal examination committee of the college. College has to declare final revaluation result within fifteen days. Internal examination committee itself looks after the complaints or grievances related to examination. The principal and in charge of faculty keeps an eye on the overall procedure by conducting the periodical meeting with the internal examination committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes: Numerous graduate and post-graduate courses are offered by the institution. These programmers are designed by the University of Mumbai and executed by the institution. While executing these programmers, the institution tries harder to make it more skilled, analytical, experimentative and job oriented so the learners can learn it more practically than theoretical. The learners can also apply for various competitive examinations that help to expand their knowledge in respective fields as we do provide guidance for the same. Along with this students also have an opportunity to open their own corporate houses & consultancies and start as an entrepreneur. Students can also build up their own career.

Course Outcomes:

• Students of history with a professional degree in journalism can get jobs with magazine & newspaper publications. English literature students can secure jobs in MNCs as translators while the students from Economics branch can become analyst & economist.

• The B.Com degree can help students to make their career as a Tax consultant, market researcher, accountant, banker, human resource, auditor, stock broker & depending on the course specification opted for.

• There are various opportunities available for the students after B.Sc the students can go in research field as well as in academics. Apart from the research jobs, students can also work in Marketing, Business & other technical fields. Science Graduates are also recruited in the banking sector to work as customer service executives. Students can also find employment in government sectors.

• Hardware, software, networking, application, administration, banking etc. are number of fields available for IT/ CS students. Students can choose any field for their future. Regarding this, syllabus includes project for final year students to gain industry related knowledge.

• The students opting the professional degree courses in Arts and Commerce are also benefitted with various job opportunities in various sectors like Accountancy, Banking, Finance, Insurance, Aviation & Transport, Communication, etc. as Mumbai is the Trading capital of India, the students opting these courses has lots of opportunities to enter into entrepreneurship as well as secure a good job opportunity.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.vandemataramcollege.com/IQAC/Outcome
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of program outcomes: The institution takes due care to enhance the learning capacity of the students. For the same we use

to organize various events like seminars, workshops, conferences, guest lectures, field trips, visits, etc. to provide them guidance and make them participate for the same. It helps students to know their areas of interest after various class discussions which are a part of seminars & workshops sessions. Also, their knowledge gets widened, their communications skills upgrades which leads to increase in their confidence. This encourages them to move forward for better career. Our counselors are available for full time, all days in a week to motivate and guide the students regarding any doubts that they face. They support them with due understanding and care.

Attainment of course outcomes: The Learning process is designed in such a way that the students are benefitted from the course, the knowledge that they have gained in the course of graduation. The co-curricular activities such as seminars, workshops, conferences, guest lectures, career guidance sessions, guidance sessions for competitive examinations, etc. helps them get through the obstacles of their career. Doubt solving sessions are arranged to choose best for themselves and also thus make their career in the fields they are interested in.

Institution provides counseling to the students at the time of admission as well as when they are about to graduate. At the time of admission day's students are guided for the options they have in regard to choose the courses from arts, science, commerce and skill based Arts and Commerce degree courses. At the time of graduation, students have already studied about the course subjects, are counseled for what job should they be applying for or should be going for further studies. Sessions are arranged in the institution for the students to serve this purpose of counseling. Experts, resource persons and related faculty are the people who guide students in these counseling sessions. In these sessions, the students are given entire knowledge on specific fields and job opportunities after the course.

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

2.6.3 - Pass percentage of Students during the year

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

548

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.vandemataramcollege.com/files/upload_file/upload/34/Exam_Report 2020-21.pdf

2.7 - Student Satisfaction Survey

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

https://www.vandemataramcollege.com/IQAC/Student-Feedback-Analysis

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.097

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

04

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.vandemataramcollege.com/Home

3.2 - Innovation Ecosystem

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

College has created ecosystem for graduate and postgraduate students with new idea and sharing knowledge with the other like minded students in that area of interest, creative ideas approach with specialized teacher. They work together and later on it is presented in a conference, seminar, workshops in affiliated colleges of different University. The platform to life and opportunity for expression of academic talent and promote interaction in between the student and faculties.

College has taken initiative step towards developing ecosystem for Innovation and knowledge by sharing method. The faculty members are empowered to take up research activities by utilizing there skills.

The research and development cell of our Institution is to motivate students and faculty members to provide a wide range of opportunities in the field of research and development and it also helps to create research culture in the institute.

The student and faculty availing the within the College campus carry out research activity such as:

Internet facility such as Wi-Fi throughout the campus &Computing facility is available. Well furnished Auditorium Hall seating capacity of 200 audience isavailable to conduct seminar, workshops, guest lecture and discussion on technical paper presentations, screening of informative educational movies.

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

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

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

02

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Not Available
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

01

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organised number of extension activities to promote Institute neighborhood community to sensitize the student to our community needs. The student of our college actively participate

in social service activities leading to their overall development. The college Run effectively national service scheme and National Cadet Corps unit. Through this unit, the college undertakes various Extension activities in the neighborhood community.

Under NSS our Institute had conducted blood donation camp and Aadhar Card camp in which students came to know the importance of blood donation why it is necessary to save the blood importance of donations. As well and Aadhar card give the information and important about citizenship of Indian residential proof.

Under the department of chemistry the social activity conducted for sanitizer distribution in which student create the Awareness of sanitization and hygiene during pandemic and Covid period.

Under women development cell in extinction activities our institution has conducted quiz competition on cyber laws for women, for Awareness of intimate hygiene had been conducted and lastly institution had celebrated Women's Day for their contribution to the society.

File Description	Documents
Paste link for additional information	https://www.vandemataramcollege.com/Gallery-2020-21
Upload any additional information	No File Uploaded

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

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

04

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

3.4.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

06

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

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

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

06

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

3.5 - Collaboration

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

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

01

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

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

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution is endowed with sufficient physical infrastructure. Our institution has modern and well equipped air conditioned classrooms, laboratories, Library, etc. The entire campus is Wi-Fi enabled with sufficient bandwidth.

Classrooms, Seminar Halls, Laboratories, Computing Equipment's:

Institution provides the latest infrastructure and facilities that contribute to the academic growth of students and faculty. The college offers twelve undergraduate programmes in Science, Commerce and Humanities, including a self-financing course, One Post-graduate course. There are 20 classrooms, with 8 rooms on the

fourth floor and 4 rooms on the fifth floor and 8 rooms on the sixth floor. There are 2 laboratories Botany, Zoology, and Chemistry departments which is on third floor.In addition to these, there are two computer laboratories with high configured computers. The college campus is Wi-Fi enabled with 2 access points. All laboratories are Wi-Fi enabled and equipped with projectors. There are 02 projectors, 80 desktops and 02 laptops available for the faculty and students. The college has one Wi-Fi enabled Conference hall with a projector and seating capacity of about 150. The college has a common staff room, a meeting room. Besides these, each department has its own room provided with a desktop. There is one committee room with audio-visual facility in the Principal's office. The college library has 9000 books. All the books are barcoded. The library has E- granthalaya Software since 2011. The library provides e-journals and e-books on https://nlist.inflibnet.ac.in/ and :http://infolibrarian.com/ , ebooks on E-Books-On- Linehttp://www.books-on-line.com, and many more on https://www.vandemataramcollege.com/For-Students/Library in portals. It has two reading hall for students (seating capacity of 35 each), and two halls with computer facilities: 2 for students and another for faculty. Photocopy facilities are available inside the library. The college has purchased subject-specific software for students and teachers to enhance teaching learning experience

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.vandemataramcollege.com/For-Students/Library

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

The institute has adequate facility for sports, games, gymnasium and cultural activities. The college organizes the intercollegiate festival 'PRERANOTSAV' every year. PRERANOTSAV is an amalgamation of Cultural, Technical and Sports festivals. It acts as a perfect platform for students to participate in an array of events and competitions and win appreciation for their talents. Beyond

"PRERANOTSAV", Student Council of the college organizes Farewell Party, Fresher's Party, Teachers Day, etc. for the students of the college at various venues booked well in advance. In addition, VM College also organizes events, wherein fashion show and choreographed dances, etc. are held, where professionals are hired to train the students for the same.

SPORTS

The Sports Committee has made the college extremely proud by bringing laurels to the Institution. The Committee caters to various sports and is instrumental in promoting the performance of students in different sports. The college Sports Committee encourages students to participate in events at Intra-Collegiate. Students are also encouraged to participate in the events organized by the University of Mumbai. It strives to imprint the importance of physical fitness on the minds of students by conducting practice sessions regularly.

Gymnasium

Gymnasium center of dimension 30*40 sq.mts is housed with fitness equipment like Rods, plate, Dumbles, High at Pulley, Seated Rowing, Hyper Extension, Abdominal Conditioner and Stepper. Students who desire a healthy lifestyle and those who want to improve their athletic ability regularly go to the gym.

Yoga

Yoga and meditation have a great impact on mind and body. Practicing both on regular basis increases flexibility, release stress, keeps mind sharp and strengthens immune system, so for reducing stress we do have brahma baba hall for YOGA center which is located in ground floor with dimension 48*60 Sq.ft.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.vandemataramcollege.com/IQAC/Physical-Facilities

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

10

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

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

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

31.71

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

4.2 - Library as a Learning Resource

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

Library has an Advisory Committee. Principal and all HOD's are the member of advisory committee that meet and recommends many reference books and the same along with an annual budget approved in Advisory Committee meeting.

The Institute has a well-stocked Library of Books, Magazines, Journals and E-resources. The library has separate display racks for "New Arrivals". In keeping with changing times, the library has a repository of e-books, e-journals and kindles.

The library has been using the e-Granthalaya ILMS for library data management since 2009. Return of books Generating reports by applying various filters like program-wise list of books, subject-wise list of books or a list of reference books. It is both user friendly and cost effective. The software was upgraded in 2019 and the current version is 3.0. It provides a built-in OPAC interface and is UNICODE Compliant.

The College library uses e-Granthalaya only for :

- Making entries for daily issue Searching books by keywords like name of the author, title of the book etc
- Regular updates of books purchased by the library
- Finding the availability status of a book
- Maintaining the Membership details of Students and Staff members
- Generating Reports of the books issued
- Cataloguing, maintaining the database of books, member records and usage and book circulation with details of the fine calculated per day of default
- Maintaining only the record of books and their usage

The Library has a fully open access system. OPAC (Online Public Access Catalogue) facility is also made available for the library users.

The library also has an automated Attendance monitoring system for capturing the footfall in the library. The college has started using Juno which provides a fully automated ILMS solution for the Library. A Library committee consisting of the librarian and faculty members is set up every year.

Along with the books, the library maintains records of Articles, Research Papers and Books published by faculty members. It also maintains Question Papers of all the streams for reference. The Library also maintains Ph.D. thesis, journals, practical manuals, Universities Act, syllabus of all courses and archive of all the college events in the form of CDS / albums.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

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

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

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

1.28

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

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

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

68

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

4.3 - IT Infrastructure

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

In today's world, it is highly difficult for any organization to keep itself away from technology and for an educational institute, it is highly impossible. Technology is changing rapidly and to keep the pace with this change, college IT infrastructure facilities are updated regularly to meet the requirements of all the stakeholders. Our college management has a policy to update or upgrade the IT facilities once in every years (for computers). College has well developed and adequate IT facilities, which includes smart boards, computers, printers & scanners, firewall, system and application software and high speed internet facility. All computers are in LAN with internet facility.

Our college has established high speed campus wise network that connect all its department . The college have total 74 PC in working condition and college has internet facility from Viraj internet service which provides bandwidth upto 100 Mbps. College has Wi-Fi network in all campus including various locations like as Library, seminar hall ,CS/IT lab , Chemistry lab, life sciences lab –etc.)

Computer lab are regularly used by the students with the following application like C++,core Java advanced java, Linux, python, .net technology, MS Office & databases.

In addition to this, the entire campus is Wi-fi enabled. To access the internet through Wi-Fi, the login id and password are provided to faculty members, staff and students. These computer laboratories are available to all the staffs and students. A separate team with in house staff is formed to take care of the IT related needs of the campus, such as hardware and networking, website designing.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

31.71

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

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

The college has policies and procedures in place for maintenance and utilization of infrastructure and facilities. Staff council committees are responsible for decision-making for up gradation and maintenance of the same.

While the caretaker is responsible for general maintenance of classrooms and the auditorium, ICT facilities are maintained by

computer lab-in-charge. Previously, a logbook for auditorium reservation was maintained; now, the college has enabled online reservation. In case of malfunctioning projectors, the College Development and Purchase Committees authorize the repair. · Instructions are displayed outside classrooms to maintain silence in the corridors and to avoid loitering. Electrical equipment are switched off after use and classrooms/labs are locked in the evening. Students are oriented to take care of the college property. · Computers are password protected and are to be used only for academic purposes. No software outside the curriculum is allowed to be downloaded. Computers are shut down after use. · Laptops/desktops, licensed software, CCTVs, and ACs are maintained/upgraded based on annual maintenance contract.

The library is marked as "Silence Zone". Shelves are provided outside the library for keeping personal belongings/bags, which is looked after by library staff. Library hours are fixed for all members and books are issued on production of valid library/ID cards for limited period.

Utilization of classroom and laboratories

Physical facilities like Laboratories, Classrooms, Library, and Gymnasium etc. are made available for all the students of VM College. Utilization of the classrooms and laboratories is facilitated to the students and especially computer laboratories are also made available to the organizations for conducting the exams .

Maintenance laboratory, library, computers, classrooms

  1. Routine Maintenance:

Cleaning, Dusting, Sweeping and Mopping of all areas is undertaken daily by the contractual Housekeeping staff and is supervised by the Registrar of the college. Regular cleaning charts and progressive maintenance records are maintained.

  1. Preventive Maintenance:

The institute's Maintenance office and designated staff (Carpenters, Masons, Electricians and Plumbers) to oversee the maintenance/ minor repairs of buildings, class-rooms & laboratories, library etc.

Computers

Preventive maintenance work is undertaken once every week by lab assistants and issues are reported to IT helpdesk in case of serious issues. These issues are resolved as per the defined by the IT head. A separate budget is allocated for the same.

Laboratory

Instruments Preventive maintenance work is undertaken once every week by lab assistant. If any problem is in instrument, lab assistant tries to resolve a problem. If lab assistant fails to resolve a problem, then the instruments are sent to the vendor for servicing or replacement. Lab Assistants maintains lab records / catalogues / lab manuals / students work. Lab assistants also perform updating and maintenance of dead Stock. They interact with vendors and maintenance dept. for periodical servicing of AC, Water Cooler or any other equipment's and repairs as and when required.

Library

The working hours of the library is from 9.00 a.m to 5.00 p.m on all working days. During the examination period, the library remains open for 12 Hours. Maintenance activities is made by the college management periodically to keep the library clean. Activities like fumigation, reservation of books from insects, dusting and shelving of reading materials are promptly done on regular basis by the housekeeping /Library Staff.

Support Facilities:

The college is a no-smoke zone. "No-Smoking" signs are displayed at various places in the campus. Cleanliness/sanitation of the entire premises is maintained by sanitation service agency, hired by inviting tenders online. Dustbins are placed at various places to avoid littering, and the agency cleans the premises twice a day to maintain hygiene and cleanliness. Sanitizers are installed at strategic locations in the premises.The college cafeteria caters hygienic food to staff and students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

42

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

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

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

47

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above

File Description	Documents
Link to Institutional website	https://www.vandemataramcollege.com/For-Students/Yoga
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

100

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

100

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

28

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

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

5.2.2.1 - Number of outgoing student progression to higher education

21

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

01

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

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

This year was very hard for students also teachers due to pandemic. Students suddenly stopped their contacts with friends, teachers and neighbourhood. At that time its great challenge to

college to stay connect with student properly and make them mentally and physically strong. This year college arranged online mode for student council meeting and discuss their issues during pandemic.College has made class wise list of Class Representative (CR) of all classes. In this session CR 'S of all classes were present as a member of Student Council & heads of various department were also present. Principal sir guided the members of student council that how to work in this committee & exactly what is the work of members. In this meeting college also discussed how college conduct online lectures and their issues will. College took online mode meetings for all students to solve their online learning issues and their solutions .At time of online exam college arranged mock test so that they become familiar for online examination. College was opened for students with proper precautions and also made a short video film on how to take proper care in pandemic for student. College arranged online mode yoga and meditation sessions (A to Z Ownership of my life by Prin, Dr. Rajkumar Kolhe Sir) for students, parents and teachers.

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

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

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

18

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

5.4 - Alumni Engagement

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

Yes

The Institute has a registered Alumni Association for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. Alumni Association Registered on 20th August 2018 with Registration No. MAH/1326/2018/THANE. Pandemic situation has been tough for many people around the globe. However, as an institute, we truly appreciate this particular act of our alumni students. Inspite of so many financial hardships that almost all people faced, our alumni students did not fail to contribute to college in monetary terms. They were very much concerned about their responsibility as an alumni and in the best possible way, they contributed for the growth of students and the institution. Through Alumni Association the college has established a good rapport with the graduates of the

institution. By conducting various programmes for students' progression and

their overall development. Whenever job opportunities are available our alumni

inform us about the placement opportunities. Few Alumni gave Guest lecturers to the existing students on some contemporary technological developments and career guiding focuses.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

The vision of JMF is to provide qualitative education at par excellence with potentials & vitality

The vision of the institution is to evolve through collective leadership into a centre of academic excellence which while retaining its regional roots is able to encompass and articulate global concerns and the wider social imperatives. It seeks to achieve a wholesome synergy between academic practices, social empathy, cultural proclivities and co-curricular responsibilities so that all stakeholders may benefit and students particularly, may develop to their fullest potential.

Mission:

To make provision for education & personality development that nurtures an individual to be an able citizen willing to serve his/her own family, society & nation with a right attitude.

- To expand the range of disciplines/subjects available to students at the under-graduate level.
- To introduce post-graduate programmes in a phased manner.
- To consistently upgrade its teaching-learning policy, methods and apparatus so as to be able to deliver its core services in a relevant and up-to-date manner.
- To incorporate value-added, vocational and technical courses in its curriculum.
- To continue to enhance its extension activities and outreach programmes

B. Nature of Governance:

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different

levels of functionaries in the college. The Heads of Departments, the Conveners of various courses along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

C. Perspective/Strategic Plan:

The institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner:

1. Extension of available area through vertical expansion to accommodate more classrooms, laboratories, auditoria, staffrooms etc.
2. Renovations to revive the ageing infrastructure of the institution.
3. Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT and other innovative means.
4. Introduction of new subjects at the under-graduate level.

D. Participation of Teachers in Decision-Making Bodies.

Teachers discharge an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision-making process. Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units.

File Description	Documents
Paste link for additional information	https://www.vandemataramcollege.com/About-Us/JMF-Profile
Upload any additional information	No File Uploaded

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

College has always adopted decentralization and participative management and thus the work done is always efficient.

Decentralization helps to develop initiative and managerial talent among all. It helps management in quick decision making along with facilitating growth. Also it acts a relief the top level management. As the process of decentralization renders too many benefits, it is incorporated in our institution too. As students are the major aspects of an educational institution, our management includes them and day-to-day activities of Management.

Every month student council meeting is organized and the members of the student council are made to participate in the meeting. Not only various topics are discussed but also various tasks are short listed that are to be done in that month. President Sir divides the duties among the staff members and also among the student. Students from different classes represent the various grievances and suggestions in front of President Sir. They are resolved accordingly. Suggestions and opinion from the staff members and student are invited and then efforts are taken for the same. Many a time's issues related to timetable, arrangement for extra lectures, books availability, etc. are solved through these student council meetings. This is an appropriate example of decentralization, as President/ Principal Delegates the authority of different administrative and academic works to the students. This depicts participative management of the institution.

Some of the major activities that are being initiated in student council meeting and then done by students & supervised by our staff members include:

- Organization of Cultural Activities
- Discussion relating to intercollegiate events
- Suggestions for improvement in administration works
- Any grievances of the students
- NSS, NCC related talks, etc.

Therefore every individual, who is connected to our institution thinks, suggests and works for the betterment of our institution by giving quality contribution in the overall management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Yes, the institution has prepared a strategic plan to fulfill the requirements of the infrastructure, academic development as well as extra curricular activities. These targets have been set with the consultation of the management, staff, faculties and industry.

Perspective plans of the institution

- **Expansion to building**
- **Installation of solar panel**
- **Upgradation of MOU with institutions and industries**
- **Starting of Waste Water Management System**
- **Introducing new courses - paramedical course (BMLT and nursing); BMS (HR)**
- **Development in examination room**
- **Development of alumni cell**
- **Organizing IPR webinar by industry expert**
- **Starting of Sound and Creative Studio**

One example of activity successfully implemented based on strategic planning

Examination is an integral part of any academic system. It indicates performance of the students. As per the existing guidelines of the university, examination in credit and grading system has become a continuous evaluation process that includes internal and external evaluation as well.

Along with the expansion to the college building, the institution have set up an ULTRA MODREN EXAMINATION ROOM with all necessary amenities.

Being a part of our strategic plan much earlier than the decision of the university, the institution favored to provide special infrastructural facilities for examination where exam related work viz. paper setting, printing, assessment, moderation and results could be conducted smoothly. The new examination room added in infrastructure where three new computers are installed with latest technology and a print machine connect to the three computers. Also new Xerox machine installed with latest technology which is the requirement of online & offline examination. We also use web camera while downloading question papers from university. Entire examination room covered under CCTV surveillance.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organogram is an administrative diagram of college describes the decentralized structure of administration. College administration is a cooperative effort of Principal, teaching, non-teaching and students along with the cooperation and support of all stakeholders in pursuit of common objectives.

As the principal of the college, he looks after the general administration and overall supervision of teaching programs. Supervision of student's welfare, health and security services. Supervision and guidance of teaching and non-teaching staff. The teaching staff is headed by Chief Coordinator and Asst. Coordinator. They coordinate the work between the staff and the management. They also assist in development of training modules and programs.

The college conducts various courses i.e. Arts, Commerce and Science.

Departments under Arts stream

- B.A.
- BA.MMC
- B.A. TV & NMP

Departments under Commerce stream

- BCOM
- BAF
- BBI
- BMS
- BFM
- BTM
- MCOM

Departments under Science stream

- BSc (CHEMISTRY, BOTONY, ZOOLOGY)
- COMPUTER SCIENCE & INFORMATION TECHNOLGY

All the departments are headed by the concerned Coordinators of Departments. The COD's provides strong academic leadership. They also lead, manage and develop the department to ensure it achieves the higher possible standards.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.vandemataramcollege.com/About-Us/Organization-Chart
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

In our institution foremost importance is given to staff welfare. The college has various welfare schemes for the teaching and non-teaching staff.

1. Teaching staff have the facility of advance against salary as and when required.
2. Facility of interest free loan is available for the staff.

1. Provident Fund (PF)
2. Mediclaim Facility, LIC
3. Medical Leave
4. Casual Leave
5. JMF Employees Co-operative Credit Society Limited
6. Accommodation Facility
7. Travelling Allowances and Dearness Allowances

Non-teaching staff can get advance against salary and get railway concession pass.

1. The non - teaching staff is provided with the following schemes/ welfare measures:
2. Provident Fund (PF)
3. Mediclaim, LIC
4. Advance against salary
5. Quarterly Railway Pass
6. Interest free loan against salary
7. Medical Leave
8. Casual Leave
9. JMF Employees Co-operative Credit Society Limited

10. Accommodation Facility

11. Travelling Allowances and Dearness Allowances

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

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

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

6

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

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

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

09

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

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

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

07

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

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

A performance appraisal is a regular review of an employee's job performance and overall contribution to an organization.

The set performance appraisal report is to be filled by employee

in a given prescribed pro - forma and it will review only by Principal and it is totally confidentially.

The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff.

The Appraisal report is based on the Annual performance of the employee on the basis of their academic, research and extra-curricular activities.

The overall report is further reviewed by the President of the governing body and final performance functioning status is setup and confidentially recorded in the office.

Now and then the Principal observes the classes, collects feedback from students and parents after every six months.

The points mentioned in the feedback are discussed and the teachers strive to improve their performance. The Principal also guides and motivates the teachers in this matter.

The Principal encourages his staff members to go for their M. Phil., Ph.D., Minor, Major Research Projects and also present their papers through various conferences. According to the performance of the staff, they are provided with monetary and non-monetary rewards.

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

6.4 - Financial Management and Resource Mobilization

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

- ○ **The accounts of the College are audited regularly as per the Government rules. An internal auditor audits our accounts every quarter. The internal auditor checks receipts with fee receipts and payments with vouchers and necessary supporting documents. They also ensure that all payments are duly authorized. Statements of bank accounts are also checked from time to time. The internal auditor also maintains the adequacy of internal control system. The internal auditor also attends the workshop related to audit work. The internal audit is done by the Senior Accountant of the college.**

- ○ **The external auditor conducts statutory audit at the end of every financial year. The external audit is done by DSS and Company. The books of accounts are duly checked by the external auditor.**

There are no audit objections so far in the institution. External auditor also audits the use of accepted accounting procedures.

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

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

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

2.17

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

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

The institution does not receives any funds or grants from Maharashtra State Government or from the University of Mumbai. The institute is being run with self sufficient funds generated from tuition fee and other miscellaneous incomes. In case of shortage of funds, the management supports by providing the finance. In case activities like expansion and renovation of building, the management always supports by providing required finance.

The institution has a well-defined financial policy which ensures optimal utilization of finances for academic, administrative and research activities. Financial planning is done at the beginning of the academic year well in advance with efficient budgeting involving all the Heads of Academic Departments and Administrative Sections.

Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, training programs, Refresher Courses, Faculty Development Programs, Conferences, Industry Academia interactions that ensure quality education.

The following are the overheads of the institute are as follows:

· Administrative Expenses: Property Tax, Electricity Bills, Water bills, Maintenance expenditure, technical and other infrastructural expenses.

· Academics Expenses: Printing and Stationery expenses, Financial support for attending FDP/ Workshop/ Research Paper in Journals, remuneration to the guests speakers. etc.

· Library Expenses: Stock take discrepancies expense, purchases of new books. For each academic year a budget is prepared and approved by the authority. The financial statement, Income and Expenditure details are available with the institute through Profit and Loss Account, Balance Sheet and Ledgers.

All the major financial transactions are analyzed and verified under following sections:

• Research & Development

• Training & Placement

- **Software & Internet charges**

- **Library Books / Journals**

- **Repair & maintenance**

- **Printing & stationary**

- **Equipment & Consumables**

- **Furniture & Fixtures**

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

6.5 - Internal Quality Assurance System

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

The college is having its IQAC cell. The cell was established in the year 2016. The prime task of the IQAC is to develop proper system to improve the performance of the institution. The cell functions on improving the quality of education and offer suggestions for the same. The Cell consistently works on channelizing the efforts and measures of the institution towards promoting its academic excellence.

In academic year 2020- 2021, two meetings of the IQCA were conducted I.e. on 30/ 6 /2020 and on 01/01/2021. Major points discussed in the meeting were:

1. **Preparation of academic calendar**
2. **Online admission process**
3. **Result analysis**
4. **Alumni meet**
5. **Online feedback**
6. **Faculty concern programs**
7. **ISO certification**
8. **Preparation & submission of AQAR for A.Y 2018-19 & A.Y.2019-20**

Two practices institutionalized as a result of IQAC initiatives are:

1. Various webinars conducted:

The college has conducted various webinars where in students, teachers and the non teaching staff participated. All the participants are motivated through these webinars. The webinars are conducted at college level and also inter college level. Various webinars such as IPR by the Commerce department, Sashakt Nari Webinar by Women Development cell, NAAC Guidance Webinar by IQAC etc.

2. MOU:

IQAC reviews the teaching and learning processes. This industrial exposure can be achieved only through internship. An internship can give students a real insight into the world of work, allows to build on the theory the student learned at college and helps students to gain practical skills that will help &strengthen them. Internship offers students the chance to test their skills in real-life situations, and gain an insight into an organization or career path. The college has tie up with Prevalent India Ltd.

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

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

IQAC being the central body of the college monitors and review the teaching-learning process regularly. Based on feedback collected, the following improvement are implemented:

Academic calender:

The academic calendar committee of the college has prepared academic calendar for the A.Y. 2020-2021. The IQAC coordinator discussed the various content and action plan of the year 2020-21 and with some suggestion given by members of IQAC the academic calendar was finalized.

Preparation of lesson plan for each Semester:

The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enhancing the curriculum various guest lectures, industrial visits, and Internships are conducted.

Daily lecture Record:

Everyday the faculties prepare and submit details of the lecture along with the topic covered through online mode.

Evaluation of teachers by students:

The institution has a feedback system by students to evaluate the teachers . The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, difficulties faced in the subject give a clear idea about the problems faced by the students. Taking into consideration these feedback the IQAC takes appropriate measures.

Student learning outcomes:

The institute monitors the performance of the students regularly. It has specified procedure to collect and analyse data on student learning outcomes. the following points are adopted by the institute in this context:

- Regular class tests and interactions
- Semester system of examination for all courses.
- Continuous evaluation includes internal tests, assignments, group discussions, and seminar presentations.
- Providing Lecture notes through an online portal
- At least 75% Attendance is compulsory in each semester.
- Extra classes for weak students to solve their problems.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. **Celebration on the eve of International Women's day(8th March,2021)**
2. **Webinar named "Sashakt Naari" on the topic:Intimate Hygiene**
3. **Quiz competition on Cyber Laws for women**

4. **Fivedays inter-collegiate workshop on entrepreneurship development**

SASHAKT NAARI-WEBINAR FOCUSING ON INTIMATE HYGIENE

File Description	Documents
Annual gender sensitization action plan	https://www.vandemataramcollege.com/files/upload_file/upload/27/GENDER%20SENSITIZATION%20ACTION%20PLAN.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.vandemataramcollege.com/files/upload_file/upload/35/SPECIAL%20FACILITIES%20FOR%20WOMEN%20.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

The waste generated in the campus reduced by using the basic waste management strategy of 3R's: Reduce, Reuse and Recycle. That means Reduce the amount of waste generated, Reuse everything to its maximum after proper segregation, cleaning and keeping things which can be Recycled separately. The waste generated in the campus includes liquid waste and solid waste- both of biodegradable and non-biodegradable nature & chemical waste. The waste generated is following types:

1. Solid waste Management

Solid waste includes both biodegradable and non-biodegradable components. The non-biodegradable solid waste generated in the campus include, paper, plastics, metal cans etc. Biodegradable waste includes food waste, vegetable peels, dry leaves etc.' Use and throw' items like plastic cups, plates etc. used in the college canteen are replaced by reusable items steel plates, Cup and glasses. Glass, paper and metal waste is sold for recyclers. Dry and wet dustbins are kept on every floor and in classrooms. Food waste and non-biodegradable waste are collected in separate bins. Waste management Pits have been developed to treat dry waste, in the form of dry leaves, which are decomposed into manure. We minimize paper usage and use electronic media for distributing syllabus and other study material to the students. Maximum of the office work is done paperless through email communication. Also whatsapp groups are created class wise to communicate any kind of important message to the students. The usage of papers is limited in every possible way.

2. Liquid waste Management

During the time of practical's Alcohol is distilled from "alcoholic KOH" after titration which is used as a burette solution for estimation of ibuprofen. RO plant waste water is diluted with canteen wastewater and used for gardening, watering trees etc. Liquid waste is generated from Science laboratories, domestic waste and canteen. The liquid wastes are mainly drained to improve the ground level of water and mixed with KDMC waste. The further treatment of waste done by ETP. College do not have any sewage treatment plant yet.

E-waste Management

- waste or electronic waste is created when an electronic product is discarded after the end of its useful life. E-waste mainly includes obsolete electronic devices, such as computer systems, servers, monitors, compact discs (CDs), printers, scanners, copiers, calculators, fax machines, battery cells etc. E-waste is disposed off through vendors. The minor repairs are set right by technical staff and the laboratory assistants of the institute and the major repairs by the professional technicians, who are available on call basis and are reused.

3. Waste recycling System

During the time of practical's Alcohol is distilled from "alcoholic KOH" after titration which is used as a burette solution for estimation of ibuprofen. Dry and wet dustbins are kept on every floor and in classrooms. Food waste and non-biodegradable waste are collected in separate bins. Waste management Pits have been developed to treat dry waste, in the form of dry leaves, which are decomposed into manure.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

Institution's belief in values such as 'Equality' and 'Unity in Diversity' is quite evident from the fact that students belonging to different castes, religions, regions are a part of the institution without any kind of discrimination. One of our unique features is the diversity of students from varieties of socio-economic backgrounds. The institution does not have any kind of intolerance towards cultural, regional, socio economic or linguistic diversities.

India, being a country with huge population, presents varieties of physical features and cultural patterns and various languages. People in India profess all the major religions of the world. Representing the Indian Diversity, the Institution takes numerable efforts for imbibing the same into the students. Many festivals of cultural importance in India like Krishna Janmashtami, Ganesh Chaturthi, Diwali, etc. are celebrated in the College. Students, through participation in such events, take home the diversity of our Indian Culture. Linguistic diversity is celebrated in our college on days such as "Hindi Diwas" and "Marathi Bhasha Diwas". Students belonging to any language, get to know about the origin and importance of different Indian languages. Being an institute in the state of Maharashtra, we also celebrate Maharashtra Day with a flag hosting, imbibing the regional diversity into the students. Besides all this, some inclusive events such as Convocation Day, Annual Day, etc. are celebrated with a diverse and comprehensive approach.

Through these activities students get acquainted with the

different cultures of our nation and develop the tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

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

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

The institute takes considerable efforts in sensitizing the students and employees to the constitutional obligations and moulding them to become the responsible citizens of the country. Institute constantly organizes curricular and extra-curricular activities to nurture them as better citizens of the country.

The curriculum of the subjects of some our courses and programs are delivered in such a manner that such constitutional obligations are by default upskilled within the students. Flag hoisting during national festivals accompanied with talks of eminent persons emphasizing on the rights, responsibilities and duties of the citizens are organized to inspire students about the same. Constitution Day is celebrated on 26th November, every year.

The institution raises successful leaders among the students by conducting the Student Council election every year. The elected representatives are given leadership and responsibilities of organizing various social, cultural, communal programs with the support of other student volunteers. This inculcates a sense of responsibility among the students.

An exclusive webinar on World Minority Rights Day was organized by the Institute on 18th December, 2020 in collaboration with B.N.Bandodkar College, Thane. The purpose of the webinar was to acquaint the participants with the different rights of people belonging to minority quota and educate them about the fact that

persons belonging to a national minority enjoy effective equality with those persons belonging to the majority. That's the very essence of this Day.

Two noteworthy programs were conducted by the NSS unit of the college which surely infused an accountability among the students towards their rights and duties as citizens. "Aadhar Card" Campaign was organized, wherein some officials visited the college for a few days and any student, faculty, etc. who wanted to update their Aadhar card in any manner could get it done from them. Apart from that, "Blood Donation Drive" which is organized every year was organized this year too on 19th February, 2021. In this way, the students of the institute contribute to the nation as responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.vandemataramcollege.com/files/upload_file/upload/44/7.1.9.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

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

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

To conserve a healthy work atmosphere and to make the students aware of the national pride and rich cultural heritage, the National/International commemorative days are celebrated and observed at Vande Mataram Degree College. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India.

Every year the University celebrates National Festivals i.e. Independence Day on 15th August and Republic Day on 26th January with pomp and gaiety by hoisting the national tricolor. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, the Principal and the invited dignitaries also deliver Independence/Republic day messages.

Birth anniversaries of eminent personalities like Dr.Sarvapalli Radhakrishnan, Dr. Babasaheb Ambedkar, Swami Vivekanand is celebrated in the institute paying tribute to their contributions and delivering to the students about their role in nation building. Teacher's day (Birth anniversary of Dr. Radhakrishnan Sarvapalli) was celebrated in the online mode this year on 5th September, 2020. Students were given role of teachers and were asked to take it up for the day. Besides that, an online interaction of the Principal and Teachers was organized on the Zoom Platform. Babasaheb Ambedkar Jayanti was celebrated with limited staff following the Covid Protocols on 14th April, 2021. Swami Vivekanand Jayanti also known as "National Youth Day" was celebrated on 12th January, 2021 via online mode. Shivaji Jayanti is celebrated with great enthusiasm every year.

International Women's Day was celebrated on 8th March, 2021. A meet was organized wherein the Principal honored the women of the

institute with a token of appreciation.

International Yoga Day is celebrated in the college every year. This year it was celebrated in the online mode due to covid situations on 21st June. A session was conducted by the yoga teacher showing various "aasanas" on the camera, with the students following the same.

In this way, the institute organizes activities throughout the academic year. All these activities of celebrations and organizations of important events, commemorative days and festivals have become instrumental and helps building today's youth. Importance of national festivals and events preach them and remind them about our country's cultural heritage and history.

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

7.2 - Best Practices

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

TITLE: SOCIAL OUTREACH AND COMMUNITY SERVICES

OBJECTIVES:

i) To enrich student's social work values and ethics.

ii) To provide opportunities for students to work in social work settings.

iii) To coordinate the human potential with the fulfilment of the needs of the society.

CONTEXT:

The importance of social work lies in its aim to confront social issues in all facts of life. Social work involves helping others overcome challenges. It holds equal importance in the field of education. When it comes to excelling in any field of work, experience is the most important factor. The more the students know and understand about social work, the more they are able to contribute to the same. Therefore, the institution has this practice of carrying out social activities collectively with the students in order to contribute to the society that is worthwhile. Inspite of the pandemic, the collective efforts of all made this practice possible.

THE PRACTICE:

At our institution, the social activities conducted department wise and led by the department heads help us enrich the students in this field of social work. The five departments have conducted their social activities in the manner mentioned below-

COMMERCE DEPARTMENT

Activity: Digital Payment Awareness for Small Scale Vendors

The Covid pandemic has brought about enormous changes in almost all fields of life. One of the major transitions seen in society was the transition from physical payment methods to digital payment methods. However, being a new concept, there were quite a number of vendors who were not intellectually equipped with the same. Considering this situation, the commerce department planned to create this awareness among the vendors with the help of the students. A session for the same was conducted in which the payment methods were taught to the students first via online mode. Post this, the students went down to such vendors and personally gave knowledge about the various payment methods.

ARTS & MEDIA DEPARTMENT

Activity: Video Competition on Social Issues

To bring out the creativity of the students, this activity was conducted by the Arts & Media Department. Keeping its link with the media, intending to develop the academic aspect of the students as well, a video competition was organized. The theme for

this competition was addressing social issues, which would expose students to the social reality. While making videos of the social issues, they were addressed through some possible activities from students' side. This activity enabled the department to develop the minds of the students socially as well as intellectually.

LIFE SCIENCE DEPARTMENT

Activity: Making & Distribution of Paper Bags

This department conducted an environmental awareness programme, under which the members of the department taught students to make paper bags out of waste papers. Such paper bags were later distributed to the local vendors of the nearby vicinity free of cost. Therefore, it constituted a social act. Also, the department created awareness in the society to avoid the use of plastic and protect the environment.

CS-IT DEPARTMENT

Activity: Mask Distribution

Considering the Covid situation, in which wearing masks was such an important thing, this particular department conducted this activity of mask distribution. It was done with a view that few groups of the society, such as those living in the slum areas, should be equally protected during the pandemic. Thus, a group of 3-4 members of the department and some students went out to the nearby slum areas to distribute masks and in this manner served the members of the society.

CHEMISTRY DEPARTMENT

Activity: Sanitizer Distribution

Expertising in the combination of chemicals, the students and professors of the Chemistry department prepared sanitizers, considering the importance of cleanliness during COVID times. Along with the masks, sanitizers had also become the basic element required for survival during the pandemic. The chemistry department was able to contribute to the society through this activity of sanitizer distribution.

EVIDENCE OF SUCCESS:

i) The underprivileged members of the society were able to use masks and sanitizers, which was the basic requirement during the pandemic.

ii) The local vendors of the society were able to use E-payment methods and conduct the businesses smoothly.

iii) Environment friendliness was built among the members of the society by making it possible for them to use paper bags instead of plastic bags.

PROBLEMS ENCOUNTERED:

i) Limited number of students were taken for various distribution activities as it was the pandemic time.

ii) The superiority complex of learning something from someone younger was one of the problems encountered by students while teaching the E-payment methods to the local vendors.

iii) Some members/vendors were still reluctant to use the paper bags as they considered plastic bags to be convenient for the types of goods sold by them.

TITLE OF PRACTICE:

DEVELOPMENT AND MAINTENANCE OF INFRASTRUCTURE AND USE OF ICT

TOOLS IN THE LEARNING PROCESS

OBJECTIVES OF THE PRACTICE:

1. To present ICT as an integral factor of society at home, work and leisure
2. To provide access to the skills required for individuals to understand, analyse and utilise ICT as a wealth of tools that facilitate teaching and learning
3. To encourage an inquisitive approach in each individual
4. To enable the individual to have control over a broad and

ever-changing media by using IT

5. To provide access to the skills required for individuals to learn, interpret and use ICT as a wealth of tools that facilitate teaching and learning
6. To encourage an inquisitive approach in each individual.
7. To enable our students to have control over a broad and ever-changing media by using IT.

CONTEXT:

20-21 has indeed been a year full of difficulties. Not even in the worst nightmares had anyone thought of a pandemic as dangerous as Covid-19. Entire Social life came to a sudden halt on 22 nd March, 2020. Colleges were closed down. Academic Institutions were worried as to how to complete the academic year. In the initial days, we thought that the situation would change for better and the College would reopen soon. But the situation worsened with each passing day. Students were almost convinced the entire year would get wasted as there was no hope of reopening of college.Under this situation,VMDC decided to start with virtual lectures rather than waiting for offline classes to start.

THE PRACTICE:

A 7 Days training programme was organized for all the teachers to acquaint them with the online learning platforms and use of the same. After the completion of the training programme and a few mock drills, online lectures were started from 25th June, 2020. Teachers used PPT presentations, Concept maps, live streaming etc. to provide complete subject coverage to the students amid the shortcomings of Virtual lectures. The teaching staff continuously monitored the academic performance of the students by assigning tests, projects and home assignments to the students. Prior to Online Exams, a few mock tests were taken by all the teachers for each and every subject so that the students get familiar with the nature of online examination.

In the meantime, College was getting ready for welcoming their students post-lockdown with a bang. The College Building was being extended further for the convenience of the students as well as the staff. Spacious Classrooms, Well-Equipped laboratories, Gym etc. were being constructed for infrastructural sufficiency from all the spheres.

Evidence Of Success:

1. The 4 storey building Structure is now converted into a G+7 floored fully equipped College building complete and sustainable from all the spheres.
2. The College now has a well-equipped gym which can cater to the physical fitness needs of the students.
3. Special Change room has been constructed in the staff rooms for the comfort of staff members.
4. Online lectures were taken by teachers with great vigour and enthusiasm.Teachers tried their level best to make online lectures more interesting by creating PPTs,Live streaming etc.
5. Special training programme for making question papers via google form and conduct of exam was taken for all the members of teaching staff.Hence, the entire exam session for all the semesters went on without a single technical glitch from our end.If at all,any problem arises from student's end(eg-Technical errors,Network Connectivity Issues etc),the teaching as well as non-teaching staff assisted the respective students without a long face.
6. Teachers provided students with e-notes,ppts and pdf files for reference
7. Various quiz contests were arranged virtually for students so that they get the taste of co-curricular activities along with academics.
8. Various webinars were arranged for students so as to enhance their knowledge and understanding of practical subjects

Eg:Webinar on Intellectual Property Rights

Webinar on Banking Ombudsman by Resource Person Mr.Bhushan Lokhande

1. Provision of Care Room well equipped with wheelchair, stretcher and other necessary first aid requirements in case of any emergency.
2. Spacious Classrooms are available for the comfort of the students.Additional classrooms have been constructed to cater to the needs of the growing number of admissions.
3. Promotion of Online fee payment so that students can pay fees from the comfort of their home.
4. Principal Sir hosted frequent online meetings with students as well as staff members so as to know their problems and grievances if any.

5. The Chemistry,Botany and Physics lab has been expanded now with a total capacity of 40 students per batch.
6. The library area is now expanded to 1500 Sq.ft with availability of 1 Main Library and 2 reading rooms.
7. A college now has a huge conference hall with a seating capacity of around 250 students on 5th Floor.
8. Serving canteen is also available to quench the thirst and hunger of the students.

Problems Encountered:

1. The biggest problem this year has been the recovery of fees from the students.
2. Financing the ongoing construction was becoming difficult due to lack of cash inflows
3. Procedural bottleneck was faced in case of installation of solar equipment.

File Description	Documents
Best practices in the Institutional website	https://www.vandemataramcollege.com/IQAC/Best-Practices
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS:

We at Vande Mataram Degree College strive day and night to provide qualitative education to all our students at par excellence with potentiality and vitality.We believe in evolving through collective leadership into a centre of academic excellence.In the process of setting new benchmarks, we have tried to create a distinctive identity of our institute in the following ways:

1.Research promotional activities: Research is the backbone of an academician. Hence ,we at VMDC motivate our teachers,both mentally and monetarily, to take up research activities in various fields. A minor research competition was organized by the management of

our college for all the staff members so as to motivate them to discover and explore new spheres of thinking. Winners were felicitated with medals and prize money. We're planning to organize more of such activities so as to promote consistent learning amongst all our teaching staff members.

2.Fee Waiver Scheme and financial support to economically disadvantaged students:We have introduced the JMF Scholarship scheme for all our studious and needy students. A total of 46 students are the beneficiaries of this scheme.Additionally, we provide easy instalment facility to all our students so that they can clear college dues without ease. The institution does not debarr any student from academics due to non-payment of fees. Instead, additional relaxation in fees is offered by the management to economically disadvantaged students.

3. Installation of Solar Panels: Taking into consideration the issue of resource depletion and the importance of sustainable development, we have proposed installation of solar panels in our institute so as to save electricity consumption. Additionally, our Institute is blessed with a natural locational advantage. Ample sunlight in all classrooms have resulted in reduced need of light points in the classrooms.

4.Skill Development:Academic excellence spiced up with practical knowledge makes the best professionals. Taking into consideration the increasing need of entrepreneurs, we decided to organize an entrepreneurship development programme for all our students.The programme encompassed ice-cream making ,peanut butter making, chocolate making, cake and fruit crush making and sanitizer making workshops for all the students.

5.Celebration of Basant Panchami:Basant Panchami is a festival dedicated to goddess Saraswati-the goddess of knowledge,language,music and all arts. Every year, we celebrate Basant Panchami in our college to mark the importance of knowledge in academics. Asst. Prof Rakesh Chavan Sir with help of all the staff members and students organises Saraswati Poojan in the college premises. All the students as well as staff members enthusiastically participate in the rituals.

To put it in a nutshell, we make every possible effort to bring out the best in all our resources in a distinctive way.

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

7.3.2 - Plan of action for the next academic year

Vande Mataram Degree College is very keen about continuous and consistent development. In order to assure overall development and academic excellence along with infrastructural comfort, following plans are proposed by the institution:

- The institute is planning to undertake quality audits in order to ensure qualitative teaching-learning environment. For this purpose, college is planning to conduct green audit in the college premises as early as possible.

- Vocational education is important these days. Hence, the institute has decided to start with vocational courses like nursing and DMLT-lab technician course in near future.

- In order to cater to the needs of increasing number of students, the college has planned to extend the college building further.

- The college offers courses which are related to mass media and television film production, we found it necessary to have a well-equipped media lab. Hence we have planned to construct a media studio in the extended building plan.

- Conservation of electricity is an alarming need today. Hence with the motive of sustainable development, the college has proposed installation of solar panels in the college premises on priority basis.

- Repairs and maintenance of computer lab to be done on urgent basis.

- An additional computer lab to be constructed in order to meet the increasing need of IT and infrastructure.

- In order to ensure practical excellence, departmental heads will ensure that at least two departmental workshops will be conducted every year.

- Exam Committee has proposed to update the result software so as to ensure smooth and error free finalization of result.