



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		USHA PRAVIN GANDHI COLLEGE OF ARTS, SCIENCE AND COMMERCE
Name of the head of the Institution		Dr. Anju Kapoor
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02242332040
Mobile no.		9820306613
Registered Email		upgcm.principal@upgcm.ac.in
Alternate Email		anju.kapoor@upgcm.ac.in
Address		Bhaktivedanta Swami Marg, Juhu Scheme, Vile Parle (west)
City/Town		Mumbai
State/UT		Maharashtra
Pincode		400056

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Urban																	
Financial Status		private																	
Name of the IQAC co-ordinator/Director		Smruti Nanavaty																	
Phone no/Alternate Phone no.		02242332044																	
Mobile no.		9820588518																	
Registered Email		iqac@upgcm.ac.in																	
Alternate Email		smruti.nanavaty@upgcm.ac.in																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		http://upgcm.ac.in/Common/Uploads/TabbedContentTemplate/434_Download_AOAR201718.pdf																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes,whether it is uploaded in the institutional website: Weblink :		http://upgcm.ac.in/Common/Uploads/TabbedContentTemplate/488_Download_Academic%20Calendar%202018.pdf																	
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.04</td> <td>2017</td> <td>23-Jan-2017</td> <td>23-Jan-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	3.04	2017	23-Jan-2017	23-Jan-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	A	3.04	2017	23-Jan-2017	23-Jan-2022														
6. Date of Establishment of IQAC			19-Aug-2017																
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Term Meeting	12-Sep-2018 3.5	15
IQAC Term Meeting	20-Mar-2019 3	17
AQAR Submission	20-Dec-2018 3	24
Library Audit	28-Mar-2019 2.5	10
Visit to Bramha Kumaris Centre Mount Abu for Inner Technology Conference	07-Sep-2018 30	42
Research Methodology and Data Analysis with SPSS workshop	12-Jan-2019 8	62
Workshop for Syllabus Revision in Subject of Internet of Things	17-Jul-2018 10	130
FEP for Team Building and Capacity Building	23-Dec-2018 16	23
FEP on the theme 'Role of faculty in Handling internal Complaints'	27-Apr-2019 4	30
Seminar on Intellectual Property Rights	30-Apr-2019 4	28
Implementation of Edible Garden	28-Jan-2019 8	86
Implementation of Smart Board	26-Nov-2018 20	1610
Teachers of Today (E-Content Development Program)	08-Jun-2019 9	63
Academic Calendar preparation	27-Apr-2018 8	1610
View File		

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View File														
10. Number of IQAC meetings held during the year :	2														
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes														
Upload the minutes of meeting and action taken report	View File														
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No														
12. Significant contributions made by IQAC during the current year(maximum five bullets)															
Green initiatives															
Research, Consultancy and Internship policy															
Teacher evaluation and analysis through portal															
Teaching and Non Teaching Self Appraisals and Recommendation for CAS Promotions															
Student feedback from employees and Soft Skills syllabus revision															
View File															
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year															
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Value Added Courses, Add-on Courses	Conducted for curriculum enrichment														

Workshops and Seminars	To Supplement and add-on to the curriculum
Research Related Activities	Research Methodology workshop for PG students and Faculty members for inculcating research culture
Alumni Activity	Guest Lectures and Seminars for Industry and Academia connect
Green Initiatives	Implementation of Edible garden
Up-gradation for technology for Teaching Learning	Implementation of Smart Board and Portal Access for students and teachers
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	28-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	28-Jan-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>SAP ERP (Enterprise Resource Planning) was Implemented in SVKM in the year 2010. SAP (The acronym SAP stands for Systems, Applications, and Products in data processing.) is the name of the company (Located in Walldorf Germany,) as well as the software itself. SAP is the ERP (Enterprise Resource Planning) system that aims to integrate all the different modules in the company. SAP is wellknown for its Enterprise Resource Management (ERM) and data management programs. SAP Modules implemented: SAP Server / Hardware Management: • We are using IBM Blade server POWER6 23X Type 7778. It is with CPU 4200MHZ 8 CPU 4 Core and 12 Blades 48 Cores 480GB memory with 22TB Disk</p>
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Space. • We are using IBM AIX 7.1 Operating system with Oracle 12G as RDBMS. • Our SAP Version is SAP EHP6 FOR SAP ERP 6.0 with SAP NetWeaver 7.4 for Portals. • Database size 992GB and it is increasing approx. 15 to 20GB / Month. • We are using Netweavers 7.4 for Applicant and Student Portal with HDFC and PAYU payment Gateway. Student Life Cycle Management(SLCM) 1. Admission 2. Academic 3. Examination Finance and Funds Management: • SAP Finance comprises of the following subcomponents • General Ledger. • Accounts Receivable and Payable. • Asset Accounting. • Bank Accounting. • Travel Management. • Fund Management. • Legal Consolidation. Materials Management. Human Capital Management. Project Management. SAP Materials Management (MM): SAP MM module as the term suggests manages materials required, processed and produced in enterprises. Different types of procurement processes are managed with this system. SAP MM SUB MODULES: • Material Planning. • Purchase. • Stock Management. • Vendor Evaluation. • Invoice Verification. • Statutory Requirements. SAP Human Capital Management (HCM): SAP HCM module enhances the work process and data management within HR department of enterprises. SAP HCM SUB MODULES • Organizational Management • Personnel Administration • Recruitment • Time Management • Payroll • Reporting SAP Project System (PS): Project System is one of the key modules of SAP to perform project and portfolio management. The integration between SAP Project System PS with SAP ERP R/3 application modules allows you to design, plan, and execute the projects as part of your normal project procedure. Hence, Project System module has the constant data access to all the departments involved in the project.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college is affiliated to University of Mumbai and therefore follows the

course curriculum as prescribed by the university. To ensure well planned curriculum delivery several measures are undertaken at college level. An annual academic calendar is prepared and uploaded on the website in every new academic year. There is a regular syllabus update on the college website. A semester based teaching plan is prepared by the faculty members and uploaded on portal.

A systematic procedure is followed to prepare timetable and post it on the website. To bring an even flow, each session content is documented in the daily lecture report, a separate register is maintained in each department and a separate department wise floor register is maintained on each floor for recording lecture data for the day. A system of transparency is brought in by recording attendance through ERP software SAP. Number of lectures prescribed by University is met by all the faculty members by taking lectures regularly. In case of short fall due to any reasons, extra lectures are taken or adjusted by faculty members to compensate. In-house Student Portal facility has been developed for students to facilitate online learning. Student centric education is deployed through experiential, individual, participative and collaborative learning modes catering to the learning needs of students. Students are engaged in higher order thinking through role plays, group discussions, seminars, projects, presentations, internships and applications of ICT resources. The institute strives to continually improve the efficiency and effectiveness in assessment of Teaching, Learning and Evaluation Processes. ICT enabled teaching-learning processes including development of e-learning resources by faculty and usage of lecture capture system which makes learning more individualized, creative and dynamic. Program Outcomes, Program Specific Outcomes and Course Outcomes are defined for all the programs. A well-defined mechanism is in place for assessing the learning levels of the students and for improving their academic performance. On demand remedial sessions are conducted for students. Additionally to supplement the university course curriculum and to fulfill gaps between theory and industrial applicability, value-added courses are conducted.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Film, Television and New Media Production	18/06/2018
BMS	Management	18/06/2018
BSc	Information Technology	18/06/2018
MA	Entertainment, Media and Advertising	18/06/2018

MCom	Business Management	18/06/2018
MSc	Information Technology	18/06/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Digital Illustration	30/04/2018	16
Digital Photography	30/04/2019	18
Soft Skills	02/07/2018	865
Graphic Design	13/08/2018	11
Red Hat 6 Linux Administration	15/09/2018	24
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Film, Television and New Media Production	47
BA	Mass Media	37
BMS	Management	20
BSc	Information Technology	3
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>A wellstructured feedback mechanism is planned and implemented. Feedback is collected using questionnaires administered through Google forms and analysed using statistical tools such as bar graphs and charts on Microsoft Excel. Feedback is collected from various stakeholders which includes students, teachers, employers, alumni and parents. Based on alumni and student feedback action is taken towards improving the library infrastructure. The library area has consequently been expanded providing better facility for the students, also latest edition of books, CDs, Econtent are added every year to abreast students with the latest happenings pertaining to their course curriculum. More</p>

computers have been added in the library for the students to help them do their research, assignments, projects and coursework. Keeping in line with the feedback received from parents, a counsellor has been appointed to conduct sessions with students on a regular basis to ensure overall wellbeing and development of students. Employer's feedback with regards to communication skill of students is being addressed through value added soft skills lectures. With regards to feedback received from teachers on the curriculum, the college supplements the University curriculum by providing value added courses which bridges the gap between industry and academia

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Film, Television, New Media Production	120	209	109
BSc	Information Technology	120	477	121
BA	Mass Media	120	781	107
BMS	Management Studies	120	1613	118
MA	Entertainment, Media, Advertising	69	90	59
MCom	Business Management	69	174	63
MSc	Information Technology	46	86	45

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1259	302	27	0	20

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
27	27	40	18	18	8

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

Mentoring students involves the professors mentoring students in academic and nonacademic matters and offering advice and guidance. The Mentor is a valuable support for the mentee. The mentoring strategies are broadly divided into three categories. 1. Institutional and Departmental Strategies: • Class mentors are appointed for each year and division for the undergraduate courses. • This involves explaining and familiarising the protégés with working of the different formal and informal systems within the institution. This involves basics such as filling out application forms during admissions, explaining the rules and regulations of the college and orienting them towards the institution. • To explain the roles of the administrative staff for instance, Registrar, Accountants, Lab Technicians and Secretaries and the procedures to follow for routine requests such as filling out the medical leave form, attendance, applying for concessions, applying for transcripts, recommendation letters, bonafide letters and nonroutine requests. 2. Personal Issue strategies: • The professors also assist in resolving any difficulties or conflicts that may arise and lend an empathetic ear to professional and/or personal problems and if needed refer to the counsellors appointed in the institution. 3. Academic and career strategies: • Remedial lectures are held for academically weak and learningdisabled students. • Students are also provided orientation regarding the choice of electives. • Professors guide students in their research and give them guidance on presenting research papers and publishing them. • Professors also explain the various valueadded courses on offer and help the students choose the right course for themselves. • Professors also mentor students to get internships at the companies and projects from the industry. Professors also share industry contacts with students. • Mock group discussions, interviews and resume writing exercises are held in class regularly to make them industry ready. • Students are guided to participate in various academic related competitions. E.g. NMIMS's Chancellor's Challenge. • Student's strengths are identified, and they are mentored and guided to be parts of various committees. They are interviewed for positions and appointed by teacher mentors. The college has instituted a programme called THE BUDDY PROJECT. Its purpose is to instil a culture of friendly support, where the buddies selflessly contribute time and effort towards helping the new college entrants from their respective streams. It gives senior students the opportunity to share their knowledge with juniors, making valuable use of their experience. It also communicates to the freshers that college leadership values their development who upon reaching the second and third year, will in turn do the same for their juniors. Most importantly, it helps create personal harmony and feeling of oneness between them. This makes both seniors and freshers feel more welcome and integral to the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1561	27	1 : 57

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	19	8	8	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr Machunwangliu Kamei	Assistant Professor	Vedant Academics 2019 Bangkok Award for Research and Contributions to Online Learning and Development

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BMS	53002	I	07/12/2018	04/01/2019
BMS	53002	III	02/11/2018	30/11/2018
BMS	53002	II	12/04/2019	08/05/2019
BMS	53002	IV	04/05/2019	20/05/2019
BMS	53002	V	30/11/2018	18/03/2019
BMS	53002	VI	09/05/2019	19/06/2019
BA	53008	I	06/12/2018	04/01/2019
BA	53008	II	25/04/2019	20/05/2019
BA	53008	III	31/10/2018	30/11/2018
BA	53008	IV	25/04/2019	20/05/2019
BA	53008	v	31/10/2018	11/04/2019
BA	53008	VI	26/04/2019	31/07/2019
BSc	53003	I	05/12/2018	04/01/2019
BSc	53003	II	10/04/2019	08/05/2019
BSc	53003	III	31/10/2018	11/12/2018
BSc	53003	IV	02/05/2019	20/05/2019
BSc	53003	V	28/11/2018	05/05/2019
BSc	53003	VI	11/05/2019	24/06/2019
BA	53001	I	06/12/2018	04/01/2019
BA	53001	II	11/04/2019	08/05/2019
BA	53001	III	01/11/2018	30/11/2018
BA	53001	IV	06/05/2019	20/05/2019
BA	53001	v	09/03/2019	07/06/2019
BA	53001	VI	19/11/2018	18/03/2019
MSc	53004	I	11/01/2019	22/04/2019
MSc	53004	II	31/05/2019	31/08/2019
MSc	53004	III	14/01/2019	11/04/2019
MSc	53004	IV	03/06/2019	31/08/2019
MA	53009	I	12/12/2018	03/04/2019
MA	53009	II	02/05/2019	29/07/2019
MA	53009	III	19/11/2018	09/04/2019
MA	53009	IV	02/05/2019	20/07/2019
MCom	53010	I	07/01/2019	12/04/2019
MCom	53010	II	07/06/2019	01/08/2019
MCom	53010	III	08/01/2019	15/04/2019
MCom	53010	IV	10/06/2019	13/08/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms in Continuous Internal Evaluation (CIE) system at the Institutional level Assessment of performance is an integral part of teaching and learning process. A thorough effort is made by the college in understanding exam cycle and working accordingly. The institution assesses all aspects of student's development on a continuous basis throughout the year. Question Bank Management A revision of syllabus is done in adherence to the question bank and doubts of the students is looked after. The question bank is comprehensive and covers the modules to be tested. Question paper generation from question bank The institute ensures that the question paper adheres to the Question bank provided and all questions are generated from the question bank. Digital Evaluation The institute provides its student with SAP ID. This enables the students to upload their assignment online. A digital evaluation is done by the professors and the performance is monitored by the faculty. A necessary feedback is provided to improve student performance. Tracking student performance and performance analysis The institution is keen on monitoring the performance of the students and also prepares reports after each examination. The faculty keeps a close look on each students' progress and recommends any remedial measure if needed. A report is also sent to the ward's parents for review. Personal Login The institution provides each student with personal login details. The student has personal access to the WIFI and SAP login. A unique SAP number enables each student across streams to have a personal login. SMS and email alerts The institution provides SMS and email alerts to both students and their parents regarding monthly attendance, report cards, results and college events. A monthly attendance report is sent to all parents. Results are sent personally to each student via email.

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

The academic calendar of the college is prepared at the beginning of the academic year by the Internal Quality Assurance Cell (IQAC). The calendar contains the start and end dates of the terms as per the circular from the University of Mumbai. The dates of the internal examination and term end examination are marked on the calendar. The internal examination dates for the undergraduate and post graduate programs are planned in advance in consultation with the coordinators of all the departments. The University of Mumbai exam dates period is accommodated into the calendar. Term wise instructional (at least 90 days) and noninstructional days are marked on the calendar so that various committee heads can plan their activities. Various college festivals and major events such as the Literature Festival, Annual Day, Sports Days and other noninstructional days are excluded while calculating the instructional days. All holidays as per University circular are marked in the academic calendar. The Terms are marked on the calendar as per the University of Mumbai circular are First term, Midterm break, Diwali break, Second Term, Winter break and Summer Vacation. The calendar is presented in a columnar manner for easy understanding. Some important columns include Month, Number of days available in the month, number of Sundays, number of holidays, number of working days, remarks (holidays as per the University circular) and No. of teaching days available at the end of the month. The academic calendar is shared with all the committees like the attendance committee, examination committee and others by making it available on the college website (<http://www.upgcm.ac.in>) and also included in the prospectus every academic year for all the stakeholders. The internal and semester end examination are conducted as per the Academic Calendar. The final year examination are announced by University of Mumbai. The Academic Calendar is entered in the SLCM SAP module for monitoring the conduction of lecture as per the individual time table of every faculty member. The term wise time table is entered in the SAP for attendance module of the

students. The faculty members get a system generated schedule for attendance entry excluding the noninstructional days. The faculty members also get the report of the lectures conducted, cancelled or rescheduled which helps in monitoring the workload taken by the faculty members as per prescribed norms of the University.

2.6 – Student Performance and Learning Outcomes

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

http://upgcm.ac.in/PO,%20PSO%20and%20CO/M_146

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
53003	BSc	Information Technology Sem Six	114	100	87.72
53009	MA	Entertainment, Media and Advertising Sem Three	53	51	96.22
530010	MCom	Business Management Sem Three	43	43	100.00
530010	MCom	Business Management Sem Four	30	28	93.33
53004	MSc	Information Technology Sem Three	31	27	87.10
53004	MSc	Information Technology Sem Four	26	20	76.92
53008	BA	Film, Television and New Media	24	24	100
53001	BA	Mass Media Sem Five	121	117	96.7
53001	BA	Mass Media Sem Six	120	119	99.2
53002	BMS	Management Sem Five	117	114	97.43
53002	BMS	Management Sem Six	127	121	95.28
53003	BSc	Information Technology Sem Five	122	98	80.32

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2.7 – Student Satisfaction Survey

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

http://upgcm.ac.in/Common/Uploads/HomeTemplate/33WNDoc_student%20satisfaction%20survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Faculty Enhancement Program on Intellectual Property Rights IPR	IQAC	30/04/2019
Workshop on Revised Syllabus of Internet of Things	B.Sc(IT)	17/07/2018
Workshop on Application Making	B.Sc(IT)	23/07/2018
Workshop on Script Writing	BA(FTNMP)	26/07/2018
Half Day Seminar on Various Opportunities in Sport and Entertainment	IQAC and Sports Committee	02/08/2018
Workshop on Wordpress and Use of HTML	BMM	06/09/2018
Workshop on IELTS	BMS	26/09/2019
Workshop on Research Methodology and Data Analysis Using SPSS	MA(EMA)	12/01/2019
Workshop Expert Talk on Dos and Dents in Cinematography	BA(FTNMP)	10/03/2019
Media Workshop	BA(FTNMP)	11/03/2019
One Day workshop on Getting Started with Practical AI	B.Sc(IT)	12/03/2019
Master Class in Film Making	BA(FTNMP)	09/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Thumbnail : Youtube Mayfly	Nikita Nadkarni	K.C. College	16/02/2019	Research Conference
Artificial Neural Networks	Meet Patel	VSIT	09/02/2019	International Multidisciplinary Research Conference

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Innovation Unit	Vidar Joshi	College	SEMICOLON FILMS	Production House	01/06/2018
Innovation Unit	Ashrit Wadhwa	College	THE DRAMATIC MANDIR	Production House	01/06/2018
Innovation Unit	Asthir Kushwa and Tanay Shah	College	A.K. Web Developers	Web Application Development	12/04/2019
Innovation Unit	Rashi Joshi	College	Food Delivery Application	Mobile Application	01/07/2018

[View File](#)

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	BMS	9	5.5
International	BSCIT	1	1.32
International	BA (FTNMP)	2	5.5
International	BMM	2	5.5

[View File](#)

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

Department	Number of Publication
BMS	1
BMM	1

BSCIT	4
View File	

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

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Resource persons	1	1	0	0
Presented papers	16	12	0	0
Attended/Seminars/Workshops	3	13	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Vivekananda Peace Marathon	University of Mumbai	2	7
Residential Camp	NSS	15	65
Rakhi Making	NSS and IDF	1	6
Recycle and Reuse Campaign	NSS and IDF	3	19
Bhajan Sandhya	University of Mumbai	1	14
Diya Making	Indian Development Foundation	1	13
Book Binding	NSS	2	18
Self Defense Program	NSS	2	9

Mumbai ki Hodi	DLLE	2	65
Joy of Giving	DLLE	2	65
Walkathon	DLLE	2	30
Yoga Camp Workshop	University of Mumbai	1	2
International Yoga Day	NSS , University of Mumbai, Brahmakumaris	1	7
Yoga Training Camp	University of Mumbai	1	8
Honk Free Mumbai Driveriv	NSS and Indian Development Foundation	1	5
No Honk Drive	NSS	1	7
No honking Campain	NSS	1	8
Tree Plantation Drive	NSS	2	8
Blood Donation Drive	NSS and Lions Club	5	55
Primary School Teaching	NSS and Rajda High School	2	17
Street Play	Indian Development Foundation M. L. Dahanukar College	2	15
Leadership Training Camp	NSS and University of Mumbai	1	2
Student Leadership Program	Indian Development Foundation	0	4
TB Awareness Drive	NSS and IDF	1	12
Nashabandhi Rally	University of Mumbai	1	13
Hosh Rally	NSS and Hosh Foundation	3	21
Palliative Care Rally Cancer Awareness	Sneha Foundation	2	20
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation	Certificate of Appreciation	University of Mumbai NSS and Lions Club of Millennium	50
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS and Beach Please	Beach Cleaning Drive	2	147
Swachh Bharat	NSS	Spit in Bin Campaign	1	14
Swachh Bharat	NSS	No Spit Campaign	1	20
Swachh Bharat	NSS	Nirmalya The Garlant Waste	1	10
Swachh Bharat	NSS	River Cleaning	1	10
Swachh Bharat	NSS	Area Cleaning	1	28
Swachh Bharat	NSS	Awareness through wall painting	1	8

[View File](#)

3.5 – Collaborations

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Linkage for Internship	MORGAN STANLEY	06/05/2018	12/07/2018	6
Internship	Linkage for BAFTNMP	SEMICOLON FILMS	03/06/2018	31/07/2018	3
Internship	Linkage for BAFTNMP	THE DRAMATIC MANDIR	10/06/2018	30/10/2018	7

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Vancouver Film School	11/12/2018	Developing and delivering academic	20

programs, faculty and staff exchange, student exchange, participation in seminars, workshops, academic meetings and conferences, etc.

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
398.8	446.54

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA OPEN SOURCE SOFTWARE	Fully	7	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	2806	1441467	280	171239	3086	1612706
Journals	4	6010	0	0	4	6010
CD & Video	342	111014	0	0	342	111014
Text Books	2333	569049	33	9215	2366	578264
e-Journals	37065	0	0	0	37065	0
Digital Database	43	0	0	0	43	0
e-Books	148976	0	0	0	148976	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
---------------------	--------------------	---------------------------------------	-----------------------------

Smruti Nanavaty	Internet and WWW	College LMS	01/02/2019
Smruti Nanavaty	Javascript	College LMS	08/03/2019
Smruti Nanavaty	PHP	College LMS	27/03/2019
Smruti Nanavaty	Advanced PHP and MySQL	College LMS	27/03/2019
Smruti Nanavaty	Introduction to Database Management System	College LMS	18/06/2019
Smruti Nanavaty	DBMS SQL	College LMS	23/08/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	146	3	146	3	1	16	6	200	0
Added	21	0	21	0	0	0	6	0	18
Total	167	3	167	3	1	16	12	200	18

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

1000 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Preproduction room and Media room	https://www.youtube.com/watch?v=7hJCjlu_mXR8

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
139.32	140.62	79.08	78.1

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

Procedures and policies for maintaining and utilising following physical, academic and support facilities: 1) Laboratory: • Policy - o The college shall have at least two computer laboratories and one electronics laboratory for smooth academic functioning o Computer laboratories are available to students, teaching staff and nonteaching staff members primarily for academic purpose. o Alternative use of the computer laboratories can be considered keeping in mind other priorities. o Hardware upgradation shall be done after every five years o Computer hardware and electronic hardware shall be maintained regularly through contract with expert agencies or by the in house staff wherever applicable o

Only licenced software products shall be procured and installed on the computer hardware • Procedures o Regular time tables for the use of laboratories are to be prepared after receiving approval from the Head of the Institution o Request to use the laboratories for nonacademic purposes shall be submitted to the head of the institution 15 days before the commencement of planned event 2) Library:

• Policy o College library shall be available to students, teachers and nonteaching staff members during regular office timings o Each student of the college to be given a library card o Students, teachers and nonteaching staff members shall be given the access to the plethora of online reading material through library resources • Procedures o In exchange of the library card, students can take any three books at a given point of time and they shall return the same within stipulated time failing which a specified disciplinary action can be taken against the concerned student. The same is applicable to teaching and nonteaching staff members 3) Sports Complex:

• Policy o For indoor sports, college gymkhana facility to be used and for outdoor sports external facilities are to be booked on rental basis o Indoor sports facilities shall be open to students and college staff • Procedures o Before using the indoor sports facilities, concerned student/s and staff member/s shall apply in advance to obtain the formal approval from the head of the institution o Booking of the external venues shall be done in the most cost effective manner

4) Computers: • Policy o Each computer laboratory shall have minimum 30 computer systems o User profiles for all students and staff members shall be created o Each academic department shall have at least two computer systems and one laptop o Departmental computers and laptops shall be used only for academic and administrative purposes 5) Classrooms: • Procedures o Concerned student/s and teaching and nonteaching staff member/s shall obtain a prior permission from the head of the institution to use the classroom for purposes other than teaching and learning o Prior permission shall be obtained from the head of the institution to publicise any college event in the classroom during regular permission o No publicity material to be placed in the classroom without the prior permission of the head of the institution

http://upgcm.ac.in/Common/Uploads/TabbedContentTemplate/533_Download_PRO.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NATIONAL SCHOLARSHIP PORTAL 2.0	8	48000
b) International	NIL	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Scheme For Soft Skills Training	02/07/2018	408	Nil

Scheme for Yoga and meditation	21/06/2018	100	Nil
Scheme for Personal Counselling	18/06/2018	126	Nil
Scheme for Career Counselling	10/07/2018	535	Outside experts

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Counselling Scheme	0	385	0	0
2019	Career Counselling Scheme	0	150	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
LTI, DELOITTE, MORGAN STANLEY, BARCLAYS, CITI, VITO INDIA, TOMMY/CK, VISTAAR, CAPGEMINI, WIPRO IT, TCS, EDELWEISS TOKIO, INDIAN OIL, DC DAVE, INFOSYS,	726	66	LTI, DELOITTE IT, VISTAAR, CAPGEMINI, WIPRO IT, TCS, INFOSYS, ENDURANCE, DE SHAW, RTECH, SILVERLINK	409	52

ENDURANCE,
GODREJ,
SOCIAL
KINNECT,
TEACH FOR
INDIA, DE
SHAW,
DESIGNER,
MOTILAL
OSWAL, ETC

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BMM	BMM	NYU	Masters in Integrated Marketing
2019	1	BMM	BMM	University College Dublin	MSc in Marketing
2019	1	BMM	BMM	Auckland University of Technology	Masters in Hospitality
2019	1	BMM	BMM	Long Island University	MA in fine arts in creative writing
2019	1	BMM	BMM	New York University	Masters in Marketing
2019	1	BMM	BMM	Humber college	PG in Advertising Media Management
2019	1	BMM	BMM	London college of Fashion	Master in Fashion Media Production
2019	1	BMM	BMM	London school of economics	Global media and communication
2019	1	MAEMA	MAEMA	Purdue University	MS in Science Marketing
2019	1	MCOM	MCOM	ESCP	Masters in management
2019	1	MCOM	MCOM	University of Windsor	Masters of management
2019	1	MCOM	MCOM	University	MS in

				of Texas	Finance
2019	1	MSC IT	MSC IT	Dalhousie University	Masters in Applied Computing
2019	1	MSC IT	MSC IT	University of Florida	Master of Science in Computer Science
2019	26	BMS	BMS	UPG College	MCOM
2019	12	BMM	BMM	UPG College	MA EMA
2019	16	BSC.(IT)	BSC.(IT)	UPG College	MSC.IT
2019	1	BMS	BMS	Mumbai University	PG
2019	3	BMS	BMS	NMIMS University	PG
2019	1	BMS	BMS	Symbiosis Institute of management	PG
2019	1	BMS	bms	LS raheja school of architecture	PG
2019	1	BMS	BMS	North Umbria University	Masters in marketing
2019	1	BMS	BMS	university of queens land	Masters in international economics and finance
2019	1	BMS	BMS	University of Texas	Masters in supply chain management
2019	1	BMS	BMS	babson college	MBA
2019	1	BMS	BMS	Hult International School	Masters in International Marketing
2019	1	BMS	BMS	Hongkong University of Science and Technology	Masters in Operation
2019	1	BMS	BMS	University of Texas	Masters in Business Analytics
2019	1	BMS	BMS	Boston University	Master in Finance
2019	1	BMS	BMS	Purdue University	Masters in Human Resource Management

2019	2	BSC IT	BSC IT	Thakur Institute of Management Studies	MMS
2019	5	BSC IT	BSC IT	NMIMS	PG
2019	2	BSC IT	BSC IT	Sardar Patel Institute of Technology	PG
2019	1	BSC IT	BSC IT	Nagindas Khandwala	PG
2019	1	BSC IT	BSC IT	Symbiosis Institute of Management	PG
2019	1	BSC IT	BSC IT	Mumbai University	PG
2019	1	BSC IT	BSC IT	MET Institute of Computer Science	PG
2019	1	BSC IT	BSC IT	University of Fraser Valley	Bachelor of Computer Information Studies
2019	1	BSC IT	BSC IT	Rutgers University	Masters in Information Technology
2019	1	BMM	BMM	MIT institute of Design	PG
2019	1	BMM	BMM	Flame University	PG
2019	1	BMM	BMM	Jamnalal Bajaj Institute of Management	PG
2019	1	BMM	BMM	Garware Institute of Career Education and Development	PG
2019	1	BMM	BMM	NYU	Performance Studies
View File					

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

Items	Number of students selected/ qualifying
CAT	1
GRE	2

TOFEL	1
Any Other	8
View File	

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

Activity	Level	Number of Participants
Carrom Tournament	Institution	96
TableTennis Tournament	Institution	46
Arm Wrestling Tournament	Institution	37
Chess Tournament	Institution	23
Cricket Tournament	Institution	250
Throw Ball Tournament	Institution	32
Volley Ball Tournament	Institution	64
Football Tournament	Institution	136
Basket Ball Tournament	Institution	56
Wumpus Hunt Event	Institution	60
Fun Win Event	Institution	300
NFS Event	Institution	30
CS 1.6 Event	Institution	75
PUBG Event	Institution	200
Disputandum Event	Institution	45
Smart Idiots Event	Institution	30
Debug Event	Institution	20
Brainstorming Event	Institution	45
Lets Make It event	Institution	30
Chekov I Event	Institution	10
Habitat Open Mic event	Institution	20
Book Launch event	Institution	10
Munch Ki Dastan event	Institution	30
Wall of Fame event	Institution	60
Tongue in Cheek event	Institution	20
Unleash the magic event	Institution	40
Art A Way of Living event	Institution	30
As they like it event	Institution	50
Shamiana event	Institution	60
Soul Beat event	Institution	20
Script se stage tak event	Institution	20
Its scripted event	Institution	30
Ad edition event	Institution	20
Mizaaj event	Institution	50
Pitch perfect event	Institution	30

Hop it out event	Institution	30
Music open mic event	Institution	20
Verse come verse serve event	Institution	30
Itihaas ke panno se event	Institution	40
Lafzon ke Kaarwaan	Institution	40
Poetry Reading Event Izhaar	Institution	120
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	0	National	0	0	nil	0
2019	0	National	0	0	nil	0
View File						

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

The following events were held during the academic year 201819: 1. Independence Day celebration - 14/8/18 The college observed cultural performances from different students and was addressed by the principal and the chief guest on the 3rd floor on the occasion of the Independence Day. The various performances included music, dance and monologues. The council came together and successfully arranged its very first event. 2. Teacher's Day - 5/9/18 The Students' Council arranged a break for the teachers and also arranged a karaoke program for the teachers in the preproduction room. Teachers thoroughly enjoyed this karaoke session followed by dance and singing. Customised letters were given to all the teachers by the Council. 3. Cultural Days - (21,22,23)/12/18 The college observed cultural days for the students and teachers on the following dates: 21st - Traditional Day 22nd Hollywood/Bollywood Day 23rd - MisMatch Day Each stream added their own fun elements to make these days more memorable. Everyone enthusiastically participated in the event and enjoyed the same. 4. Convocation 2019 - 16/3/19 The batch of 2018 was invited and handed over their degrees upon completion of their degree at Mukesh Patel Auditorium. 5. Annual Day 2019 - 16/3/19 The 16th Annual Day was celebrated at Mukesh Patel auditorium wherein the students were awarded with academic and extracurricular prizes. The students also put up a grand show with a lot of cultural performances including the drama "Javeda" and various other singing performances. The chief guest for the event was Mr. K V Ramana Sastry and guest of honor was Mr. Prit Kamani. 6. Various grievances and suggestion from students and student members were taken into consideration and resolved by the Students' Council. The year successful completed under the leadership of General Secretary Vishal Ranka and under the guidance of Mr. Sriram Deshpande and Principal Dr. A Kapoor. Students are represented in the following bodies as well. 1. College Development Committee 2. Internal Quality Assurance Cell

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

"At Usha Pravin Gandhi College, we only give orientation to our students and never a sendoff. Once a Upgite, always a Upgite". Established in 2016, with Registration No GBBSD 1752, UPG college Alumni Association has created and maintained a life long connection between the institute and its alumni. The mission of the association is to foster strong bonding relation between alumni, students and the institute at large. It has also ensured that the alumni are informed about various activities of the institute, thereby creating a network and engaging the alumni with their alma mater. Alumni Association helps to shape future of young minds through association's programs and services. The following have been the important parameters served by the Alumni Association.

- To facilitate the association of alumni with their alma mater by promoting interaction and networking among alumni of the institute.
- Contribute to the institute's vision of creating leadership across various fields of mass media, management and information technology.
- Collaborate with UPG for facilitating and supporting selected alumni participation in ongoing academic activities including guest lecturing, research, workshops, conference events, orientation programs and any placement related activity.
- Help alumni achieve their professional and societal goals.

UPG college has always given significance to alumni activities. We have created a LinkedIn profile of UPG college so that it helps current students to get connected with alumni. A google form has been generated to keep a track on the alumni students' progress and aspirations. In the year 20182019, we had arranged Alumni meet on 14th December 2018 along with our Information Technology department's Techvanza festival. We are very glad to inform that we have Preet Kamani, Sarita Bohra, Armaan Malik as our alumni. It's very encouraging to know that during 20182019 Annual day and convocation ceremony held on 16th March 2019 Preet Kamani, our alumni was invited as the guest of honour. So, its rightly said that once you come into UPG college, you will be a student raising to become a torch bearer of UPG college's values and teachings forever.

5.4.2 – No. of enrolled Alumni:

97

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

In the year 20182019, Alumni meet took place on 14th December 2018. The meet was attended by 97 members. They were invited to participate at the Techvanza festival organised by BSC IT students. They were asked to share their UPG journey as well as their career success stories.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1) Practice of decentralization: Course Creation: The institution has decentralized the process of starting a value added course. Respective head of the departments are given autonomy to deliberate and design the industry relevant value added course and the same is then forwarded through the head of the institution to the Internal Quality Assurance Cell (IQAC) first and subsequently to the College Development Committee for final approval. Further, the concerned faculty of the department gets officially designated as course coordinator and he/she receives a full functional autonomy. The course

coordinator prepares the time table and assigns modules wise faculty members for the smooth conduct of the course. After completion of the course the report of the same is submitted to the head of the institution. The course coordinator is authorized to evaluate the course content from time to time and suggest revisions in the same if needed. 2) Practice of participative management: Student Event Management: Various curricular and co-curricular events such as panel discussions, workshops and seminars, sports and cultural events, technology exhibitions etc. are proposed and managed by students. Most of these events run on funding through industry sponsorship secured by students. For each event, a student committee is made and a clear structure and hierarchy is laid down. Students are offered positions such as chairperson, vice chairman and head of the department. Each of these positions provides a valuable opportunity to students to learn necessary professional and management skills. Institution also has several student committees and clubs which are totally run and managed by students. Entrepreneurship Cell, Social Outreach Committee, NSS, DLLE etc. are examples of such committees and clubs. Again, students hold important decision making positions in these committees and clubs.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Though Curriculum is developed by Board of Study for each course taught at institution, IQAC tries to Benchmark the same with Skill Component and Industry Interface via Value Added and ShortTerm Courses.
Teaching and Learning	Techniques such as flip classroom, group discussion, story telling, Z to A, role play, case study, trial and error etc are followed by teachers in the classroom. Teachers also make the content available on student portal.
Examination and Evaluation	Examination/Evaluation methods have been constantly improving and more systembased approach is implemented by Inhouse Centralised Exam Committee at SVKM level. Student portal is used extensively for internal evaluations.
Research and Development	Formulated research policy for the Institution Appointed Academic and Research Committee Head in the college. Continuous Encouragement to faculty members for research work. Research facilities are made available in the college for students and faculty members. Encouragement recognition for teachers and Students to take part in Research activities and workshops. Financial assistance to faculty members to participate and present papers in National and International Seminars and

	Conferences.
Library, ICT and Physical Infrastructure / Instrumentation	Implementation of LMS (SVKM Portal) Smart boards installed at all the classrooms and labs Separate space for Teachers for reading and research Membership to American Library .
Human Resource Management	Use of Human resources as per their competency to complete a particular task in administrative and academic areas. Continuous encouragement to learn and update skill sets via different training programs. FEP is arranged 2 times in academic year for enhancing teacher's skill set. Teachers are encouraged to attend professional development training programs organized by University HRDC
Industry Interaction / Collaboration	A separate placement cell undertakes all campus placements and soft skills for students. Regular guest lectures by industry representatives are arranged for students
Admission of Students	Online Student Admission process via college website Lab support and counselling assistance is given for all the applicants on college campus. The institution follows transparent admission process

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

E-governance area	Details
Administration	There is Student Life Cycle Model (SLCM) in SAP which takes care of most of the administrative functions
Finance and Accounts	Budgets for next academic year are invited from Heads of the Department and all Committee heads via email before the end of current financial year. Accordingly the budget is prepared and entered in the finance module of SAP so that all the developmental activities are implemented well and accounting for the same can be maintained well
Student Admission and Support	SLCM is used for Online Admission process with help of Lab services with Students and Lab assistants. Online admission via MKCL (Government Students Admission Portal).
Examination	Examination and results are processed via centralised inhouse Exam department which works on SAP module of SLCM
Planning and Development	Materials Management module: different types of Procurement process are

managed through this module Project Systems : manages project life cycle starting from structuring to planning, execution until the project completion

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Bhupendra Kesaria	Syllabus revision TY BSC IT	NA	600
2018	Subodh Deolekar	Reimburse to Subodh Sir for attending Revised Syllabus Workshop on Enterprise Java IT	NA	600
2018	Suruchi Bhandodkar	Workshop online affiliation process at Mithibai College	NA	1000
2018	Neha Vora	Reimbursement for to Neha Vora for attending Workshop on revised syllabus IT	NA	600
2018	Swapnali Lotlikar	Reimbursement for to Swapnali Lotlikar for attending Workshop on revised syllabus IT	NA	600
2018	Lokesh V Tardalkar	Reimbursement for Attending seminar, Bengaluru date 10/11/8/18	NA	7000
2018	Sriram Deshpande	Reimbursement for Attending seminar, Bengaluru date 10/11/8/18	NA	7000
2018	Smruti Nanavaty	Reimbursement for Attending s	NA	7000

		eminar, Bengaluru date 10/11/8/18		
2018	Sareeta Mugde	Reimbursement for Attending seminar, Bengaluru date 10/11/8/18	NA	7000
2018	Anju Kapoor	Reimbursement for Attending seminar, Bengaluru date 10/11/8/18	NA	7000
2018	Sharyn Bangera	Reimbursement for Attending seminar, Bengaluru date 10/11/8/18	NA	7000
2018	Shubhangi Nargund	International conference at dahanukar college.	NA	1500
2018	Smruti Nanavaty	Registration feesUGC Human Resource Development Centre for Smruti N	NA	1060
2018	Swapnali Lotlikar	Registration feesUGC Human Resource Development Centre for Swapnali Lotlikar	NA	1060
2018	Lokesh V Tardalkar	Refreseher CourseLokesh U. O.M., Kalina Santacruz	NA	1000
2018	Abhijit Mohite	Refreseher CourseLokesh U. O.M., Kalina Santacruz	NA	1000
2018	Anju Kapoor	SeminarChanging Global trendsEducationDr. Anju	NA	1500
2018	Sunita Gupta	WorkshopRevised syllabusSunita Gupta, BSC(IT)	NA	600
2018	Machunwangliu Kamei	International Seminar M.KameiB.A. Dt. 30.11.18	NA	1500

2019	Sunita Gupta	Sunita Gupta Workshop Revised syllabus, TYBSc (IT)	NA	680
2019	Swapnali Lotlikar	Workshop attended by Swapnali at University for Practical workshop.	NA	694
2019	Rajesh Kumar Maurya	Workshop University Advanced Mobile Programming	NA	1200
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Program	1	05/10/2018	02/11/2018	25
Refresher Course	2	12/10/2018	01/11/2018	18
Refresher Course	2	24/09/2018	13/10/2018	18
Faculty Development Program	2	31/10/2018	04/11/2018	5
Orientation Program	3	01/02/2019	28/02/2019	28
Refresher Course	2	01/04/2019	20/04/2019	18
Refresher Course	1	02/05/2019	15/05/2019	12
Refresher Course	1	17/06/2019	29/06/2019	12
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	12	15	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • 6 months Maternity leave for female faculty members • 15 days paternal leave for male faculty members • 10 days medical leave (In Single Academic Year) • 15 days casual leave (In Single Academic Year) • Duty leaves for attending conferences / seminars / research activities and examination purpose and industrial training. • 40/30 days' vacation leave • Provision of EPF facility for the faculty members • Health Care Insurance is provided for the faculty members and their family • Selfcontributory coffee vending machine • Semester end Lunch outings • On campus Doctor • Health checkup at NANAVATY hospital 	<ul style="list-style-type: none"> • 6 months Maternity leave for female faculty members. • 10 days medical leave • 8 days casual leave. • Duty leaves • Provision of EPF facility for the staff members • Health Care Insurance is provided for the staff members and their family • Semester end Lunch outings • On campus Doctor • Health checkup at NANAVATY hospital 	<ul style="list-style-type: none"> • Financial awards for meritorious student. • Book Bank scheme at free of charge. • Best student award • Counselling services for physical, mental, emotional wellbeing. • Group insurance • Soft skills and Job skills training included in regular time table. • Doctor on Campus •

6.4 – Financial Management and Resource Mobilization

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

The institute has a policy for internal and external audits. Auditor Info Internal Auditor Name of Auditor : Ujwal Thakrar External Auditor Name of Auditor : Kishore A. Parikh Co. The Institute has an internal auditor where an internal audit is a semiannual process in addition to the external audit to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors have been appointed and a team of staff under them does a thorough check and verification in each financial year. Internal audit majorly looks after precautionary steps that are required to be taken to avoid the recurrence of any errors in the future. Any major findings are then communicated to management as well as college in order to enhance internal control, cash control if necessary. Likewise, an external audit is also carried out on an elaborate way on an annual basis. The institutional accounts are audited regularly by both Internal and statutory audits. The external audit is the more extensive and focused way to scan accounting related information with systems. A pure system approach is followed by SAP and system audits on a sampling basis are done by the auditor.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
SVKM EDKITS ELECTRONICS SNE Global Services Mousike Lrs IT Pvt Ltd IIDE Centrum Capital Limited Endeavor Careers Pvt Ltd Innovative Foods Manek, Rita, Jayesh RADHA MOHAN TEXTILES Somani Savory Foods Private Drama School Foundation Mumbai Omnicom Indi	723776	Prizes for Academic Toppers, Sponsorship for academic program, sponsorship for college festival
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

Providing suggestions for the development of the institution. Pointing out the attendance related matters and hearing from time to time. Communication of psychological issues students facing in an urban environment.

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

a) Computer Training program. b) Firefighting training program c) Emergency Response Training program d) Soft skills
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

Post Accreditation initiative(s) Formulation of the following policies 1) Research Policy 2) Internship Policy 3) Consultancy Policy
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop for Syllabus Revision in	17/07/2018	17/07/2018	17/07/2018	130

	the Subject of Internet of Things				
2018	Visit to Bramha Kumari Centre Mount Abu for Inner Technology Conference	08/09/2018	07/09/2018	10/09/2018	42
2018	IQAC Term Meeting	12/09/2018	12/09/2018	12/09/2018	15
2018	Implementation of Smart Board	26/11/2018	26/11/2018	26/11/2018	1610
2018	AQAR Submission	20/12/2018	20/12/2018	20/12/2018	24
2018	FEP for Team Building and Capacity Building	23/12/2018	23/11/2019	24/11/2019	23
2019	Research Methodology and Data Analysis with SPSS Workshop	12/01/2019	12/01/2019	12/01/2019	62
2019	Implementation of Edible Garden	28/01/2019	28/01/2019	28/01/2019	86
2019	IQAC Term Meeting	20/03/2019	20/03/2019	20/03/2019	17
2019	Library Audit	28/03/2019	28/03/2019	28/03/2019	10
2019	FEP on the Theme Role of Faculty in handling Internal Complaints	27/04/2019	27/04/2019	27/04/2019	30
2019	Seminar on Intellectual Property Rights	30/04/2019	30/04/2019	30/04/2019	28
2019	Teachers of Today EContent Development Programme	08/06/2019	08/06/2019	08/06/2019	63
2018	Academic Calendar	27/04/2018	20/04/2018	27/04/2018	1610

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on "Women's Right Gender Equality" conducted by NGO Majlis in association with Women Development Cell	04/09/2018	04/09/2018	31	19
Workshop on "Self-Defence Strategies for Women's Safety" by Sensei Ambadatt Pant, Technical Director, Global Martial Arts Academy in association with Women development cell.	18/12/2018	18/12/2018	40	0
An event cum contest on the topic "My Body My Choice" in association with the NGO Maljis and Women Development Cell	21/01/2019	21/01/2019	42	27
A guest lecture on "Post Gender Sensitization" by Dr. Swapna Patkar, Film Producer, Writer, Entrepreneurs and a Clinical Psychologist in	25/02/2019	25/02/2019	45	0

association with Women Development Cell				
A movie on Gender Sensitization titled 'Ek Ladki ko dekha to Aisa Laga' by Ms. Shelly Dhar Chopra	01/02/2019	01/02/2019	48	47
WDC conducted a Self Defense Program and some extra-curricular activities at Rajda High School	04/02/2019	04/02/2019	40	0
WDC conducted a Self Defense Program and some extra-curricular activities at Rajda High School	13/02/2019	13/09/2019	40	0

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

Percentage of power requirement of the University met by the renewable energy sources

1. A seminar was conducted on solar energy awareness for the students that sensitized them to the idea of "solar energy as an alternate energy". 2. An Ewaste collection drive was organized by I.T department from 13th Feb to 28th Feb. 3. Students visited Sanjay Gandhi National Park, Borivali to understand the subject Environmental Management on 14/07/2018 for S.Y. T.Y.B.M.S. students

4. Conducted Tree Plantation Drive at Royal Palms, Aarey Colony, Goregaon. 08/07/2018 Organized Beach Cleanup activity under Swachh Bharat Abhiyaan activity was held at Dadar Chowpatty. 08/07/2018 6. Organized Beach Cleanup activity under Swachh Bharat Abhiyaan activity was held at Juhu Beach - Ramada Plaza. 12/07/2018 7. Organized Beach Cleanup activity under Swachh Bharat Abhiyaan activity in coordination with Beach Please was held at Dadar Chowpatty. 15/07/2018 8. Organized Beach Cleanup activity under Swachh Bharat Abhiyaan activity was held at Juhu Beach - Novotel. 27/07/2018 9. Organised 8 Beach Cleanup activity under Swachh Bharat Abhiyaan activity was held at Dadar Chowpatty

8/7/2018,15/7/2018,5/8/2018,8/12/2018,15/12,2018,5/1/2019,26/1/2019,2/2/2019. 10. Volunteers conducted Nirmalya - The garland waste on the Juhu Beach under the Swachh Bharat Abhiyaan. 09/08/2018,23/9/2018. 11. Volunteers organized 'No Spit Campaign' at Milap Cinema, Malad. Volunteers explaining people to stop spitting on the road. Volunteers also distributed No Spit Chocolates for those people who consume tobacco products. 10/6/2018,11/08/2018. 12. The volunteers took part to Beach Cleanup activity at Juhu Beach. This campaign was organized by "Beach Please" organizers - Indian Development Foundation.12/7/2018,27/7/2018,19/12/2018. 13. On the day of "World Cleanup Day" the volunteers conducted Swachh Bharat event at Atria Mall, Worli. This

activity was organized by 'Beach Please' organizers and also with the support of 'Decathlon' 15/09/2018 14. NSS Unit performed a dance program in the college premises on the occasion of Ganesh Chaturthi. The dance theme conveyed a social message of harmful effects on marine life due to Ganapati idol visarjan.17/09/2018 15. The volunteers conducted Swacch Bharat activity at Mithi River near Mahim Creek. 2/12/2018 16. The volunteers conducted Swachh Bharat Wall Painting activity at Cooper Hospital. Theme for wall painting was Swachh Bharat and ill effects of smoking 5/1/2019 17. The NSS unit conducted Swachh Bharat activity at Tata Compound on 18,25,28 and 30/01/2019, 04, 08, 11, 12, 13, 14 15/2/2019. 18. The NSS unit conducted Swachh Bharat activity at Prem Nagar, Vile Parle 29 and 31/01/2019,02, 06, 08, 11, 12, 13, 14, 15, 18, 25/02/2019 19. A Seminar on "Waste Management and its Sustainability" by Ms. Neha Mundra and Dr. Aparna Pandey at Juhu Jagruti Hall.5th August 2018. 20. Rotaract club volunteers organized tree plantation "green hands" activity at goregaon housing society. 21. Trek to Karnala , to create the awareness among the students o

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1613
Provision for lift	Yes	1613
Ramp/Rails	Yes	1
Scribes for examination	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	0	30/06/2019	1	Rain Hygiene Project	The college is situated adjacent to a long stretch of sewer, therefore causes hygiene issues. This issue was addressed .	25
2018	1	0	25/08/2018	1	No Honk Drive	Traffic congestion caused due to Metro work	25

						leading to difficulty while road crossing	
2018	0	1	07/09/2018	1	Mumbai Ki Hodi	Traffic congestion caused due to Metro work leading to difficulty while road crossing	60

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	05/09/2018	The Code of Conduct for Students is uploaded on the college website where it is accessible to all stakeholders

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS Unit conducted Blood Donation Drive in collaboration with Lions Club in the college premises and received token of appreciation from J.J. Mahanagar Raktapedhi. (Value propagated - Righteous conduct, love for humanity)	21/02/2019	21/02/2019	120
NSS Volunteers took part in the Kerala Donation Drive. The event took place at New Mhada Colony, Goregaon. The drive was held to provide Kerala flood victims with basic necessities to survive as the flood devastated the whole state as well as the life	23/08/2018	23/08/2018	50

<p>The volunteers of the unit participated Palliative Care Rally - to spread the awareness about cancer organized by Sneha Foundation. The rally starts from Mount Mary Church (Bandra) to Bandstand</p>	13/10/2018	13/10/2019	50
<p>The college Social Outreach Unit has organized an "Organ Donation Awareness" seminar conducted at Juhu jagruti hall in collaboration with Shrimad Rajchandra Love and Care. The main purpose of this event was to create awareness among teachingstaff, N</p>	14/02/2019	14/02/2019	120
<p>The NSS volunteers participated in the "Yoga Training Camp" at University Sports Pavilion, Marine Lines</p>	02/02/2019	02/02/2019	11
<p>The NSS volunteers participated in the "Vivekananda Peace Marathon" organized by University of Mumbai at Juhu Beach.</p>	03/02/2019	03/02/2019	14
<p>The Rotaract club of UPG organize "Camaraderia" at UPG college 4th floor. Value : Volunteer learned Togetherness, Team work.</p>	04/07/2018	04/07/2018	50
<p>Rotaract club volunteers donated food to underprivileged children at goregaon west slum area</p>	24/07/2018	24/07/2018	21

Rotaract club of UPG organized "maujEmunch" where members interacted with underprivileged student of secondary school and they taught them about many learning skills	03/10/2018	03/10/2018	50
Rotaract club members organized event called "Muskan". They interacted with underprivileged children.	15/08/2018	15/08/2018	12
Rotaract club organized "Nirmitya" where they teach origami with paper to school children of anjuman ismail urdu school	24/08/2018	24/08/2018	15
Rotaract club members went to cardinal gracious old age home. They celebrated Diwali with them	05/11/2018	05/11/2018	7
Rotaract club members went to cardinal gracious old age home. They celebrated Christmas with them	24/12/2018	24/12/2018	15
Volunteers (1 Male 1 Female) attended 6 days Yoga Camp/Workshop organized by University of Mumbai at Vidyanagari Campus from 9.00 a.m. to 1.00 p.m. (Value propagated - Peace)	15/06/2018	21/06/2018	2
Mrs. Shubhangi Nargund, Asst. Prof., BMS, Mrs. Smruti Nanavaty, Coordinator, MSc(IT), Mr. Subodh Deolekar, Asst.	07/09/2018	10/09/2018	35

Prof. BSc(IT) and Mr. Ashish Mehta, Coordinator, BA(FTNMP) visited Mount Abu, Rajasthan for a Spiritual Session on Inner Technology Med			
NSS Volunteers participated in an activity called 'Spit in Bin' at Naman Towers, Kandivali. The main motive of this activity was to spread awareness about the impact on personal health due to spitting on roads, walls and public places. (Value propaga	10/06/2018	10/06/2018	120
NSS Volunteers participated in an activity called 'Spit in Bin' at Naman Towers, Kandivali. The main motive of this activity was to spread awareness about the impact on personal health due to spitting on roads, walls and public places. (Value propaga	11/08/2018	11/08/2018	120
Volunteers participated in International Yoga Day conducted by University of Mumbai from 9.00 a.m. to 1.00 p.m. at Sports Complex, Kalina, Santacruz. (Value propagated - Peace)	21/06/2018	21/06/2018	15
Volunteers organized an International Yoga Day in the College premises. The speaker for the	21/06/2018	21/06/2018	10

session was Sir Ram Gopal accompanied by a Brahmakumari. (Value propagated - Peace)			
NSS Unit conducted Blood Donation Drive in collaboration with Lions Club in the college premises and received token of appreciation from J.J. Mahanagar Raktapedhi. (Value propagated - Righteous conduct, love for humanity)	07/08/2018	07/08/2018	120

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

. Green Ganesha: The RCUPG club celebrated 11 days Ganapati celebration EGanesha in the college premises. Ecofriendly idol of Ganesh was installed on the 3rd floor of our college. This event is carried out every year to bring all the college committees together and to celebrate the spirit of Ganapati Bappa Morya 13 to 23/09/2018
 2. Plastic free zone
 3. Segregation of dry waste and wet waste
 4. Ewaste collection drive
 5. No lift day

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The two best practices successfully conceived and implemented by the institution are the creation of an Edible Garden and EcoFriendly Campus and Smart Teaching. In a space constrained and vertically growing city like Mumbai, where students have little opportunity to engage with gardening and vegetation, the college introduced the initiative of creating an Edible garden, which will afford students the exclusive setting to acquaint themselves to the basics of vegetation. The second key initiative was to redefine the teaching learning experience through Smart board technology. In a digital age, where the chalk and duster has turned obsolete and the attention span of students is ever so decreasing, a smart board changes the game by making the learning process relevant and more immersive. It provides teachers incredible accessibility to content and enables him or her to deliver it in the most engaging manner. It brings a two dimensional perspective to receiving content. It helps us to create digital repository of learning content on a day to day basis which comes in handy for posterity

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

http://upgcm.ac.in/Common/Uploads/TabbedContentTemplate/518_Download_bpwebupdated.pdf

7.3 – Institutional Distinctiveness

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

“The ultimate vision of the institution is to empower students with knowledge and skills in their chosen fields, by providing opportunities to realize their potential and by motivating them towards community linked initiatives, thereby

shaping them into future leaders" Hence, keeping in mind the vision of our college decided to empower students with knowledge by providing them with more certificate courses. Hence, the college during the AY 20182019 proposed a host of valueadded courses. They are listed below: Digital Media: Graphic design:

The objective of the course is to train the students in executing their creative ideas digitally and exploring the "right" side of their brain. Also to help the students understand how and when they need to promote in this current day and age of booming social media. Basic aesthetics and understanding design. Training students in making better/more aesthetically pleasing presentations. Developing technical proficiency in softwares both illustrator and Photoshop. Stock market: Social media marketing: the aim of the course is to take Business Online, Increase Sales using Social Platforms, implement new medium of advertising and Understanding the Scope of budding E Commerce Sphere. Google ad words, Facebook and twitter: Equity market: The course focuses on teaching the stock market industry, learn how to invest and trade in stock markets, Learn how to read charts and make a price based analysis and Understand the movement of the market by observing price fluctuations. Digital photography Digital illustration: this course helps students understand the fundamentals of graphics and various aspects of designs. Students learn the fundamentals of typography, its scope, and application in designing for print and design UI elements Create artworks illustrations for print publishing. All the courses help students to increase their skillsets. These courses help students to explore new opportunities in the areas that were not possible by learning in the classroom environment. Students benefit from these courses as these are short term certificate courses which happen after college hours and are considered to be highly economical. Many of these courses introduced, offered internship to students in their allied branches. All the add on courses inculcated a social entrepreneurial spirit in students. This is linked to our vision of community linked initiatives, shaping them into future leaders.

Provide the weblink of the institution

http://upgcm.ac.in/Common/Uploads/TabbedContentTemplate/519_Download_ipweb2.pdf

8.Future Plans of Actions for Next Academic Year

1. Considering the increased use of technology by teachers and students, the institution is planning to enhance the features of Learning Management System to make it more user friendly.
2. To simplify the process of career advancement scheme, the institution is planning to use HR Software for performance appraisal. Necessary modifications to existing ERP software SAP will be made to facilitate this.
3. To equip student with variety of professional skills required to face the industry, institution is planning to increase number of relevant value added courses. Also, the institution is planning to involve industry in this process. IQAC will receive all the proposals and recommend the relevant proposal for approval.
4. In order to make available wider pool of resources to students and teaching staff members, institution is planning to upgrade ebooks and eresources
5. As an affiliated institution to University of Mumbai, institution can run various university certificate programs. College is planning to increase university certificate programs
6. To offer more variety to students, college is planning to consider the proposals of starting new academic programs
7. In order to enhance the research culture in the institution amongst students and teachers, college is planning to organize research methodology workshops for post graduate students and research conferences for teaching staff members which would give them a platform to interact and exchange ideas with industry practitioners and researchers.
8. To formulate and implement career enhancement schemes for students in the area of career counselling, competitive examination guidance and language lab etc.
9. To increase the student intake in programs such as M.Sc. I.T. and M.Com.
10. Arranging workshops for soft skills and mental health for nonteaching staff members.
11. Arranging more number of sports and cultural

competition 12. Tying up with institutions of National Importance for academic development 13 Celebrating national festivals 14 Starting a practice of involving students in decision making through focused group participation mechanisms to seek overall feedback on systems and processes. Mechanism like Coffee Meet With Principal where students are encouraged and given a voice to express, share and contribute to improve overall functioning of the institution.