



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	KHAIRUL ISLAM HIGHER EDUCATION SOCIETY'S, MAHARASHTRA COLLEGE OF ARTS, SCIENCE AND COMMERCE.
• Name of the Head of the institution	Dr. Sirajuddin H. M. Chougale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02246097141
• Mobile no	9821681570
• Registered e-mail	principal@maharashtracollege.org
• Alternate e-mail	sirajchougale@gmail.com
• Address	246 A, Jehangir Boman Behram Marg, Bellasis Road,
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400008
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Dr. Rakhshandah Aamir Hani				
• Phone No.	9819002133				
• Alternate phone No.	02246097141				
• Mobile	9819002133				
• IQAC e-mail address	iqac.mahaclg@gmail.com				
• Alternate Email address	rakshihani@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://maharashtracollege.org/assets/pdf/AQAR-2020-21.pdf">https://maharashtracollege.org/assets/pdf/AQAR-2020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://maharashtracollege.org/assets/pdf/Academic%20Calendar%2021-22.pdf">https://maharashtracollege.org/assets/pdf/Academic%20Calendar%2021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.95	2004	16/02/2004	15/02/2009
Cycle 2	B++	2.88	2017	22/02/2017	21/02/2022
<b>6.Date of Establishment of IQAC</b>			07/07/2009		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	2022	00	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>05</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Organized a free COVID Vaccination Camp for students, faculty, non-teaching staff and even the residents of the neighbouring areas on October 27, 2021.		
Conducted a National Level Workshop on 'Developing Study Skills for Effective Learning' on August 25, 2021 for students of Universities and Colleges all over the country.		
Organized a national workshop on the 'Format of New AQAR 2020-21' in collaboration with IQAC Cluster, India to orient the IQAC Coordinators and members of various colleges.		
Regular meetings of IQAC to strategize quality enhancement plans and policies and Functional Feedback system was instituted.		
A workshop on 'Code of Conduct' was held on December 9, 2021, to emphasize the significance of the University Grants Commission's definition of the code of conduct.		
<b>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</b>		

Plan of Action	Achievements/Outcomes
<p><b>Student Development Activities</b></p>	<p>To enable the students identify their individual learning styles and approach to enhance their learning skills, a National Level Workshop on 'Developing Study Skills for Effective Learning' on August 25, 2021. Development of language skills through poetry recitation competition in different languages on February 21, 2022. On March 8, 2022, a 'Funfair' was held to foster entrepreneurship and marketing abilities by setting up a variety of stalls. In order to provide a brief overview of the functions and activities of college, Orientation programme was held for the first year from 24th to 27th November 2021 classes of all faculties. Interactive session of final Year students on 22nd and 23rd March 2022 so as to have a transparent discussion with the Principal and present their observations and recommendations freely.</p>
<p><b>Faculty Development Initiatives</b></p>	<p>A national workshop on the 'Format of New AQAR 2020-21' was hosted on December 4, 2021, to enlighten the IQAC Coordinators and staff members of the changes in the new AQAR. On December 9, 2021, a workshop on 'Code of Conduct' for Teachers was held to emphasize the significance of the University Grants Commission's definition of the code of conduct.</p>
<p><b>Environmental Consciousness</b></p>	<p>An online national-level E-Quiz on "Environmental Awareness" was</p>

	<p>conducted on June 5, 2021, in an effort to promote and explore environmental awareness, particularly during the Covid-19 pandemic lockdown. On February 2, 2022, a national webinar on "Kokan Safari" that described the stunning beaches and historical relevance of Kokan forts was held in honour of World Wetlands Day. To create awareness on water conservation National Webinar on Effective Methods of Water Conservation on 22nd March 2022. A national E-Pledge was held on April 22, 2022, in recognition of Earth Day, with the message that people should reduce, recycle, and reuse as much as they can in their daily lives.</p>
Healthcare	<p>A Free COVID Vaccination Camp was organized on 27th October 2021. Five Days Workshop on 'Yoga For Health and Wellbeing' was organized from 22nd to 26th June 2021 to promote the importance of yoga in promoting holistic health particularly in COVID times.</p>
ISR activities	<p>Celebration of Minorities Rights Day on 17th December, 2021 with a special talk by former Vice Chancellor and Bharat Ratna Awardee, Prof. Balachandra Mungekar who threw light on the rights of minorities in India. A Free COVID Vaccination Camp was organized on 27th October 2021 for students, staff and the residents of the neighbouring areas.</p>
Gender Sensitization	<p>One day workshop on self defence (Aatmaraksha) for girl students</p>

	was organized on November 25, 2021. A "Funfair" was held on March 8, 2022, where students exhibited their skills in entrepreneurship and marketing by setting up a wide range of stalls.
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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>
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Name	Date of meeting(s)
College Development Committee	05/12/2022

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2021-2022	19/12/2022

<b>15. Multidisciplinary / interdisciplinary</b>
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Certain departments conducts programs allowing participation of students from various streams for example the Department of Economics under Planning Forum encourages students from science faculty. On the other hand Science Association keeps its events open for Arts and Commerce students. Issues under environmental Science are covered with students belonging to different faculty. Sarus Nature Club organises programs on Environmental Challenges like Water Conservation, Control of Pollution etc. Workshops on ethical issues like Cyber Crimes, Women safety, moral values are conducted for all students irrespective of their area of specialization.

<b>16. Academic bank of credits (ABC):</b>
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The Institution is affiliated to University of Mumbai which has not yet implemented the Scheme of Bank of Credits. However the institution has implemented internal credit transfer and is pursuing international collaboration as per the directions of the University in future. Some of the teachers are members of Boards of Studies, Academic Council of other Universities and take part in their curriculum development.

<p><b>17.Skill development:</b></p>
<p>The institution organizes Workshops aimed at Skill development such as Soft Skills for teaching, Non teaching staff and students. A national level workshop was held on developing study skills for effective learning. IQAC runs Value education course for the first year students. Certain departments conduct activities aimed at skill development such as department of Management studies assign live projects to students to develop research skills. The Curriculum has scope for project based learning in which students participate in groups wherein they learn the importance of team work, develop leadership qualities, communicative and presentation skills.</p>
<p><b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b></p>
<p>On the Occasion of International Mother Language Day all the Language departments of the Institution organized a poetry recitation competition in different languages on the theme 'Patriotism' also known as Azadi Ka Amrit Mahotsav. There were participants for each languages i.e. Marathi, Hindi, English, Urdu and Arabic.</p>
<p><b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b></p>
<p>The Institution runs 21 Programs and more than 200 Courses. The Course outcomes are declared in the syllabus of every course. The topics under each syllabus are in accordance to the course outcomes. The institution makes these course outcomes visible on its website to enable the students to make their choices. Teaching - Learning practices are adopted in accordance with the outcomes to be achieved. Examination papers are designed to assess the ability of students in attain these course outcomes.</p>
<p><b>20.Distance education/online education:</b></p>
<p>The institution has yet to utilise this mode of learning and plans to implement it in future.</p>

## Extended Profile

### 1.Programme

1.1 474

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 2471

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 00

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

File Description	Documents
Data Template	No File Uploaded

2.3 753

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 61

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 53

Number of sanctioned posts during the year



## Extended Profile

### 1. Programme

1.1	<b>474</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>2471</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

File Description	Documents
Data Template	No File Uploaded

2.3	<b>753</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>61</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	53
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	83.52
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	251
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

IQAC plans the academic calendar of the year and informs the central time table committee to prepare a schedule. Time table committee considers the directives given by the IQAC and feedback from students. Workload allotment is done to all the teachers as per their expertise and University guidelines. Individual teachers prepare their lecture plan for the entire theory and practical course. Primarily teachers use lecture method to teach their syllabus. Other methods such as Quizzes, Group Discussions, Demonstrations, Debates, Power Point Presentations, Videos, Case studies etc are also adopted. Different ICT and library resources are constantly upgraded to ensure an effective teaching-learning process. Periodically, Academic review and feedback is taken from all stakeholders. The Principal, Vice Principal and Heads of the Departments conduct regular meetings to review the difficulties faced while teaching. Thus, by optimum utilization of available infrastructure, entire curriculum delivery is very well planned, effectively implemented, and properly documented by all the

faculty members.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Academic calendar contains tentative dates of examinations, co-curricular activities, end of term and vacation period. University of Mumbai announces arrangement of terms at the beginning of every academic year. Accordingly, our institution prepares academic calendar. Faculty and students get a lucid picture of the activity schedule and adhere to it. It facilitates planned coverage of syllabus. IQAC encourages faculty members of the institute to adhere to the academic calendar including for the conduct of CIE for achieving academic excellence. All the tentative schedule related to different examinations conducted during the academic year are mentioned and executed accordingly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

21

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)	<a href="#">View File</a>

### 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

22

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The Institution tries to inculcate values and ethics among its students through different co-curricular and extra-curricular activities. Several cross-cutting issues are integrated in the syllabus of different courses, for example, Economics has two courses on environment titled "Environmental Economics"; Sociology has a course on "Gender and Society", Foundation Course I & II, Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, Hindi Literature, etc. Through these courses students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year.

Students are encouraged to participate in different programmes like online quiz contests organized at intra-collegiate and inter-collegiate level. Humanistic values are promoted through the activities of the IQAC, WDC, NSS and NCC.

Community outreach and other social welfare programmes. Value education and mental health workshops. Upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

6

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	<a href="#">View File</a>

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

369

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution **A. All of the above**

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="http://maharashtracollege.org/feedback.htm">http://maharashtracollege.org/feedback.htm</a> <u>1</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://maharashtracollege.org/feedback.htm">http://maharashtracollege.org/feedback.htm</a> <u>1</u>

## 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

**982**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

9

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The teachers involve students in class activities using different strategies such as group discussions, asking relevant questions, quizzes, assignments, etc. The difference in the participation level helps to gain insights into the understanding levels of the students. After completion of each chapter/unit, the teacher seeks a recap of that chapter/unit. This helps to determine the difference in the grasping level and the performance level of the students. Accordingly, a revision is done to fulfill the needs of both, slow learners and advanced learners. In addition, the students of all the classes are given projects/assignments related to their respective courses. Assessment of these projects/assignments serves to understand the cognitive level of the students. The following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters, providing notes in simple language, regular tests, etc. To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing additional reading and reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as intra-collegiate and inter-collegiate competitions, conduct of workshops, seminars, debates, etc.

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
2457	61

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

Lectures and practicals are an important part of imparting knowledge and strengthening the basic conceptual understanding of the learners. In addition, interaction during the lectures helps to understand their point of views. Learning is made interactive by encouraging students' participation in group discussion, role-play, subject quiz, introducing self/others, etc. Projects are an integral part of the syllabus which help to augment the understanding of the given topic. Problem-solving methods are used to develop the understanding of the learners. Audio-visual mode of teaching is used to help the learners understand a concept in a better way and retain it for a longer duration. Film adaptations, YouTube Videos, and animations help to improve the critical and analytical thinking of the learners. Students are motivated to make presentations which are assessed and evaluated regularly. Virtual tour to Jijamata Udyan, ACTREC, TATA Memorial Cancer Hospital, etc. is conducted to give an enriching experience to the learners. Internships offer the learners a chance to learn valuable on-the-job skills, provide excellent networking opportunities, take part in meetings and understand a professional environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

As the Covid-19 pandemic hampered education significantly, online and hybrid mode of teaching and learning was adopted. Teachers used several strategies to attain student involvement in class

through various ICT tools. MS-Teams was used by all the teachers of our college to conduct the lectures on a regular basis. Digital white boards, WhatsApp groups, Kahoot app, etc. were used for enhancing the learning experience of the students. PowerPoint presentations and You Tube videos were used to clarify the concepts and make the teaching-learning process effective. E-books and e-journals were shared with the students for increasing their knowledge-base. Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Viva Voce of Research projects was held online through MS Teams. Tests and assignments were conducted using Google Forms. Live Quiz on topics related to the prescribed syllabus was organized using the Kahoot app. Live demonstrations of science practicals were done using MS Teams platform. Online Guest lectures and Webinars were arranged to increase the knowledge of the students. Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

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

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

#### 2.3.3.1 - Number of mentors

61

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

### 2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

31

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)	<a href="#">View File</a>

**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**

776

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

**2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and**

mode. Write description within 200 words.

Our college adopts the pattern and schedule of examination prescribed by the University of Mumbai. College Examination Committee ensures smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at department level for regular evaluation of students. Additional exams are scheduled for students with medical reasons or participants in sports, cultural, NCC, NSS activities. ATKT exams are conducted for unsuccessful students.

Due to the damage caused by pandemic, all the exams for Second Year and Third Year students were conducted online (as per the instructions from University). Orientation programmes and Online Mock-tests were conducted to help students understand the Multiple-Choice Question (MCQ) paper pattern. However, the exams of the First Year students were conducted offline. To facilitate the smooth functioning of the exams, papers were set such that 50% of the question paper was set using Multiple-Choice options and 50% of the question paper was set as per the paper pattern prescribed by the Board of Studies. Moderation of the papers was done to assure and maintain the quality of assessment. The students were given an opportunity to apply for revaluation of their papers.

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

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

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.

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://maharashtracollege.org/pos-psos.html">https://maharashtracollege.org/pos-psos.html</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. The Head of the Department regulates the adherence to the time-table by all the members of the department so that the prescribed syllabus is completed on time. The students are motivated to attend the lectures and practicals as well as to undertake project work

wherever applicable. Guest lectures, industrial visits, field visits, co-curricular activities, etc. are organized regularly to enhance the understanding of the prescribed topics. Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback taken from the students helps to evaluate the course outcomes.

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

736

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://maharashtracollege.org/assets/pdf/2022/Feedback%20of%20students.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

Nil

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

09

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

Nil

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

## 3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Centre and other initiatives to create and transfer knowledge. It has signed MOUs with EXCELR: Raising Excellence, NSS College of Commerce and Economics, Research Academy of Social Sciences, Mumbai, Dr. Rafiq Zakaria College for Women and M.D College and Kirti College to provide exposure to various courses and organize webinars, bridge courses and lecture series in Mathematics and Statistics to facilitate students with better understanding and exposure in their subject areas.

The Incubation Centre had organized various activities like Entrepreneurship Awareness Program, E- Summit, Panel Discussion on family run and women in business to inculcate the idea of Entrepreneurship and Start-ups amongst students. The Training and Placement Cell organizes training and placement workshops to give job opportunities to students.

Besides these, various committees and associations of the college also organize industry visits, field trips and webinars to help students with better opportunities of acquaintances with their areas of specializations. Workshop on "Beneficial Effects of Radiation" and webinar on Advances in X-ray and Neutron Imaging and its Applications are some examples that generated new interests in students and created nexus with research centres. Regular internship programs with MAP TECHNOLOGY were held. Webinars like Jetking certified near protocol appreciation course based on Blockchain Technology were organized by Computer Science and Information Technology departments to help the students have an exposure to industry related experience.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mahacare.org/">https://mahacare.org/</a>

### 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



22

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

04

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
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

20

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

#### 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**

07

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

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

Maharashtra College of Arts, Science and Commerce inculcates social values and responsibilities to all its stakeholders by engaging in active extension activities in the neighbourhood to sensitize students to social issues and promote community relationship. The institute's step towards embracing a green culture by installing solar panels in the college terrace thereby reducing its carbon footprint itself has created eco-consciousness in all its stakeholders. The college has active NSS and NCC Units that engage in effective activities addressing various social, environmental, and even personal issues like cleanliness drives and tree plantations. Vaccination drives to create awareness about it and COVISHIELD Vaccination Camp by NCC girl cadets and other departmental activities that include webinars, workshops, or talks on important issues like Cancer Awareness and Organ Donation, Cancer in Woman, Waste Management Programme, Effective Methods of Water Conservation not only help in engaging youth in meaningful activities but also aid in creating social, environmental and health awareness. Further, observation of important days like International Tiger Day, World Mining Day, World Wetland Day foster consciousness on conservation of wildlife, mines and other geological issues. All these activities have a positive impact on the students, creating alert youth for a better and safe future.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/ncc-boys.html#">https://maharashtracollege.org/ncc-boys.html#</a>
Upload any additional information	<a href="#">View File</a>

### 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

03

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

29

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

### 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

3375

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

29

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

#### 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

06

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college campus accommodates two buildings, a seven-storeyed main building and two-storey, annex Building with mezzanine floor. The college hall has a capacity of 400 seats and it is situated on the ground floor. There are in all 33 class rooms available from first to seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. The college library is situated on the seventh floor. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. The college auditorium is situated on the ground floor of the building with decent, fully air conditioned, noise free space with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. Information technology and Computer Science department have five well equipped computer labs and one especially created computer lab for commerce faculty. The main building houses a Gymkhana on the ground floor which caters to the physical wellbeing of the students and the staff. The college is committed for supporting and promoting effective teaching and learning practices.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/campus.html">http://www.maharashtracollege.org/campus.html</a>

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

The college plays an important role in shaping the students personality by strengthening their physical abilities and provides them with the right platform to showcase their potential in extra-curricular activities. The college has a quadrangle hall on the ground floor for conducting different cultural activities, annual function, yoga activity, NCC cadet training and different games like football, boxing, cricket, volleyball, etc. The college gymkhana conducts various team and individual sports for both

Degree and Junior college students. It has facilities for indoor games such as table tennis, chess, carrom board etc. Gymkhana also supports students to represent college in various sports like Cricket, Football, Boxing and Athletics at intercollegiate, University, District, and National Levels. The college auditorium is situated on the ground floor of the building which is fully air-conditioned and noise-free with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. The college auditorium is used for students to give performances, short plays, skits, reading of poetry, story-telling, story writing and mehndi activities. It is an appropriate venue for workshops, seminars, conferences, guest lectures, film screening, etc. The college auditorium is thus used for all co-curricular and extra-curricular activities of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/facility.html">http://www.maharashtracollege.org/facility.html</a>

#### 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://maharashtracollege.org/assets/pdf/AQAR-21-22/criteria4/1%204.1.3.pdf">https://maharashtracollege.org/assets/pdf/AQAR-21-22/criteria4/1%204.1.3.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

## 1.79

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://maharashtracollege.org/agar.html">https://maharashtracollege.org/agar.html</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

1.06934

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

#### 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

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The institution has a total of 252 computers having good quality internet facilities. College also has 12 laptops for different academic programs and activities. The institution has 2 browsing centers and 7 computer centers with good WiFi and recording facility. The bandwidth available for internet connection in the



Institution is 50 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, colour printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mounted projectors are provided to facilitate the faculty & students in conducting the classes. 3D Printer has been set up in the CS and IT departments. IT Technical Person is responsible for maintaining and upgrading configurations of the laptops and desktops. College campus is monitored by CCTV for the students and employees security. Overall, the institution has well-equipped IT facilities that are vital for training the students in state-of-art software and hardware.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://maharashtracollege.org/campus.html">https://maharashtracollege.org/campus.html</a>

#### 4.3.2 - Number of Computers

264

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

## 8.99

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/facility.html">http://www.maharashtracollege.org/facility.html</a>

## 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

17

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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

31

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

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

**B. 3 of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

600

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

600

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

20

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

87

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

#### 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**

03

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

**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	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 Parvaaz 2021 was celebrated with a great enthusiasm from 20th to 24th December 2021. The Inaugural Ceremony took place on 20th December 2021. Parvaaz 2021 started with release of E -

Tabloid and Special Lecture on Business Ethics. It was great to organize Parvaaz after a gap of 1 year in hybrid mode. The departments conducted their events as follows

Chemistry dept. - National level Quiz competition Urdu department -extempore elocution competition, Urdu essay writing, Gazal singing.

Gymkhana Activities - Chess, carrom

Commerce and Management department (degree & Junior) - Business plan, Business ethics, Thought presentation workshop

Mathematics department - quiz, mathematics exhibition

Physics Department - Quiz, Essay and power point NCC unit (Girls)- girls debate, National integration awareness

NSS unit - best out of waste, slogan writing

Biology department -Biology aptitude test

Sarus Nature club - pencil sketching photography,

CS and IT department - Poster competition, power point, Personality Contest presentation, digital marketing.

English department - English literary quiz

Hindi department - Essay writing, elocution

Arabic department -Mughal rules of India quiz

In total there were 47 events and 600 participants. All Departments conducted their events meticulously. Hence it ended with personality contest successfully.

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

1869

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The Alumni Association is not registered, yet it conducts activities for college development. The college has been undergoing structural repairs and renovation on a major scale. The alumni association has helped in procuring contacts of contractors/architects for the same. It has taken the responsibility of maintenance of prayer room facility in the college premises. Since the college caters to students from diverse backgrounds, the alumni arrange the availability of a counselor to deal with students facing psychological challenges. They are in regular touch with the Principal and keen to contribute in whatever way possible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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



File Description	Documents
Upload any additional information	No File Uploaded

## 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

#### Our Vision

To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

#### Our Mission

To provide opportunities for higher education especially to girls from Muslim Community within their locality.

To disseminate quality education to equip the students with tools of gainful employment.

To encourage and inspire teachers and students to attain excellence in education.

To develop moral and intellectual outlook among students and inculcate principles of unity and national integration.

#### Objectives

To provide platform for excellence in academic growth to minority community.

To develop among students a sense of self confidence, a spirit of competitiveness, cooperation and adaptability to face the challenges of future.

To give students technical facilities, so as to promote technical skills.

To encourage students to participate in national and international activities in academics, sports and co-curricular activities.

To inculcate good moral values and a sense of nationalism amongst the students.

As stated in the vision and mission mentioned-above that our institution wants to attain the target of all-round development of all stakeholders. For this, a democratic nature of governance with a perspective plan has been developed which is revised and moderated on year to year basis. All the stakeholders, including teachers and students, are conferred upon their privileges to be an active participant in the governance and leadership of the institution. Various committees are formed like CDC, IQAC etc. for decentralization and participative management.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/mission-vision.html">https://maharashtracollege.org/mission-vision.html</a>
Upload any additional information	No File Uploaded

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

Maharashtra College follows the practice of decentralisation in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.

The teachers, supporting staff and students all play their roles in the duties assigned to them.

The practice of decentralisation and participative management is reflected in all the activities of the College through a strong and efficient system of committees, which includes the IQAC, the Staff Council, Students' Council, Time Table Committee and various other committees.

#### CASE STUDY OF PARVAAZ: THE ANNUAL CULTURAL FESTIVAL OF THE COLLEGE

Parvaaz, the Annual Cultural Festival of the College, showcases

the practice of decentralisation and participative management in entirety.

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

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The academic year 2021-22 started amid the clouds of uncertainties. Corona Virus and its variants kept wreaking havoc time and again. In the month of June, the process of teaching started online. But the plan for offline teaching was always under consideration. At last, in the month of October, 2021 the colleges reopened. And a new challenge reared its head: only the vaccinated students were allowed to enter the college premises. It meant that the non-vaccinated students were to stay home.

The college prepared a plan to let the teaching process go on in a hybrid mode. We allowed the vaccinated students in the class, and non-vaccinated students were allowed to continue attending online lectures through the Microsoft Teams App.

For teachers it was a dual challenge: from maintaining attendance to clearing the concepts, from conducting question-answer sessions to evaluating the output of teaching-learning process through various methods- all these became a great challenge for teachers. But under the guidance of the principal, the teachers maintained a striking balance between both the processes. Attendance was recorded and all other methods of teaching were successfully

applied - without any glitches.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The organisational structure of the college consists of the Management, the Principal, the teaching staff, the non-teaching staff and the students.

Maharashtra College is run under the aegis of Khairul Islam Higher Education Society.

The Principal is assisted by the heads of the various departments, the teaching faculty, and the non-teaching staff.

Vice Principal assists the Principal in running the institution successfully.

The IQAC plays a very important role in the smooth functioning of the entire organisational system of the college.

The Heads of the Department play their roles very effectively. They maintain a healthy academic ambience in their departments.

The Registrar of the college and other staff members of the office workside by side with the teaching faculty: From admissions and fees collection to examinations and distribution of marksheets, they work relentlessly to complete the teaching-learning process in true sense.

Our well-equipped library stands ready to lend a helping hand to our students.

Various committees work with a never-say-die spirit for the all-round development of our students.

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File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/commitee.html">https://maharashtracollege.org/commitee.html</a>
Link to Organogram of the institution webpage	<a href="https://maharashtracollege.org/organogram.html">https://maharashtracollege.org/organogram.html</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Our both teaching and non-teaching staff can avail Loan facilities as per Government rules. The college provides all help within the legal parameters for the same.

Al Falah Cooperative Society (a non-profitable organization of teachers) provides loans upto 4 Lakhs to teaching staff on 0% interest.

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

RO pure drinking water facility is available in the staffroom for providing pure water to teaching and non-teaching staff. The same

facility is also available on 6th floor (Biology Department).

Permission is readily granted to participate in Refresher Courses/ Orientation Programmes/ Short-Term Courses to the teaching staff for professional development.

From time to time training programmes are conducted for teaching and non teaching staff to enhance their efficiency and working skills.

Gymkhana Facility is available for teachers also, if they want to avail it.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/facility.html">https://maharashtracollege.org/facility.html</a>
Upload any additional information	<a href="#">View File</a>

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

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

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

04

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

**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**

**31**

File Description	Documents
IQAC report summary	<b>No File Uploaded</b>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college asks teachers to furnish a self-evaluation form at the end of each academic year. This provides an insight into one's own assessment of effectiveness of the teaching ,and also throws light on the publications of books/chapters as well as various training

programmes attended during that particular academic year.

Apart from this, all departments collate the data for appraisal of teaching-learning activities of teachers in the form of departmental reports which are submitted to IQAC at the end of each academic year.

At the end of each academic year, all Heads of the Departments submit a detailed confidential report of the teachers of their department to the Principal. It throws light on various projects undertaken and highlights various strengths and weaknesses, where improvement is required.

Students are given an opportunity to provide their feedback about teachers.

As per the procedures outlined by the IQAC, the feedback forms are provided to students. Students are free to express their views/opinions. The questionnaire is structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work-ethics and curriculum etc.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/feedback.html">https://maharashtracollege.org/feedback.html</a>
Upload any additional information	<a href="#">View File</a>

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

### External Audit

The external audit takes place annually after the completion of



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

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

**NIL**

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

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

Maharashtra College is a government-aided college. We also run some self-financed courses as well. Our primary funds are provided by the Government. Apart from this, there are very clear rules and

regulations laid down by the University of Mumbai for the collection of fees from students for various courses. So we collect fees from our students by strictly adhering to the rules of the University and ensure its maximum utilization as per the norms.

It means that the fee collected under a certain title is utilized for the same purpose only. For example, the fee collected under the title of exam or library is used for the same purpose only. This kind of arrangement helps us maintain a good pace of work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

**IQAC institutionalizes processes for quality development such as :**

### **National-Level Webinar:**

1) The new format of AQAR made many stakeholders curious about the method to fill it. Keeping the same in mind, the IQAC of our college, in collaboration with IQAC Cluster, India took an initiative and conducted a National Level Webinar on this topic 'Format of New AQAR 2020-21' on December 4th, 2021, 10.00 am to 2.00 pm through the Microsoft Teams platform. The lecture was delivered by Dr. Ayub Shaikh, Trustee of IQAC Cluster, Head, Dept of Zoology, ICS College of Commerce & Science, Khed, Ratnagiri. 94 teachers participated in this Webinar.

### **Lecture on "Code of Conduct" for teachers:**

2) The backbone of every institution is the Code of Conduct that is practiced there. Keeping the same thing in mind, the IQAC organized a workshop on the Code of Conduct for Teachers on 9th December, 2021 in the college Auditorium. The guest speaker was Dr. Khan Ashfaque Ahmad, Vice Principal and IQAC Coordinator, Rizvi College of Arts, Science and Commerce.

Not only this, we also constituted the Code of Conduct Monitoring Committee for this purpose, so that we can keep a tab on the execution of the Code of Conduct by all stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC of our college pays a lot of attention towards the teaching-learning process, and thus it has incorporated the system of collecting Daily Teaching Reports from teachers through their HoD's. The teachers were required to prepare a semester-wise plan, and while teaching they were supposed to fill out their daily teaching plan, lecture-wise accomplishments, as well as the number of students who attended their lectures. Along with that, we also initiated teachers' as well as students' digital attendance through a chip-reading mechanism. But after the closure of institutions due to COVID-19, teaching and learning process became virtual. We continued with the digital attendance, and each teacher was asked to submit the daily attendance report through Google Forms.

Apart from this individual reporting, the IQAC also collected feedback from various stakeholders - teachers, students, parents and alumni - so that the lacunas, if any, could be identified and rectified, because it was the first time that the teaching-learning process was going on in hybrid mode. Later on, the feedback responses were analysed and shared with the teaching and administrative staff.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/feedback.html">https://maharashtracollege.org/feedback.html</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://maharashtracollege.org/assets/pdf/QAC-meeting-2021-22.pdf">http://maharashtracollege.org/assets/pdf/QAC-meeting-2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Following is the list of gender equity programmes organized:

- National level webinar (26/07/2021; 9 male & 69 female participants) on 'Cyber sakhi' to create awareness on cyber security.
- Cancer awareness program titled 'Cancer in Women: Fear versus Awareness' (10/08/2021; 15 male & 150 female participants).
- Online Open Quiz on Awareness on Crime against Women by National Commission for Women, MyGov (25/08/2021 to 30/08/2021; 35 female participants).
- One Day Offline Self Defense Workshop for Girls (25/11/2021; 134 female participants).
- Debate on 'Novelty and Thoughtfulness in Indian Constitution' (26/11/2021; 6 Males & 29 female participants) included topics on gender equality.
- Online talk on 'Four Complete Women in Islamic

History' (22/12/2021; 8 male & 33 female participants).

- Short films screening with quiz competition" to celebrate international girl child day (24/01/22; 11 male & 63 female participants).
- Poster making competition on "Role of women and girls in Science" (11/02/2022; 16 female participants).
- Online quiz on 'Indian Women Achievers' (08/03/2022; 20 male & 84 female participants).
- Fun fair (08/03/2022; 2 male and 20 female participants)

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.1.a.pdf">http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.1.a.pdf</a>
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	<a href="http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.1.b.pdf">http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.1.b.pdf</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**Owing to several limitations imposed in the form of lockdown due to COVID pandemic situation, the institution managed to contribute in waste management activities. Following is the list:**

- College participated in beach and public place cleaning activity at Haji Ali (250 kg of plastic waste was collected and handed over to BMC cleaning unit; 26/10/2021; 45

participants), Juhu chowpatty (800 kg of waste was collected and handed over to BMC; 23/12/2021; 98 participants) and Girgaon chowpatty (150 kg of plastic waste was collected; 31/12/2021; 19 participants).

- College organized awareness workshop on "Save Environment by Waste Management" dated 13/12/2021 to highlight the importance of waste management. Total no. of participants was 14.
- 'Best out of waste' activity was organized during PARVAAZ (College's cultural week) to imbibe the significance of minimizing waste. Total no. of participants was 15.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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** D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** D. Any 1of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Following is the list of activities the college has organised in 2021-2022:

- A visit to RBI monetary museum to create awareness among students regarding socio-economic history of our country (24 participants; 3/03/2022).
- College organized 3-day TaJ Mohatsav from 22 to 24/02/2022 to imbibe cultural harmony among students (participants 55).
- International Yoga Day was celebrated on 21/06/2021 for promoting yoga for healthy mind and soul (participants 39).
- Blood donation camps were organised within college campus (30/11/2021; participants 19) in collaboration with Masina hospital and at participated in blood donation camp at Chrchgate station organised by Western Railway in collaboration with Jagjivan Ram Hospital (15/07/2021; participants 23).
- Awareness programme on 'Cancer in Women: Fear versus Awareness' was organized dated 10/08/2022 (Participants 165)
- COVISHIELD vaccination camp was organized with college campus for college stake holders to get vaccinated (27/10/2021). Around 200 college stakeholders were vaccinated in this camp.
- One day workshop on 'Self-defence for girls students' was organized on 25/11/2021 to create confidence among girls and also they were trained by expert trainers in self-defence.



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Following is the list of activities the college has organised in 2021-2022:

- International Mother Language Day was celebrated on 21/07/2021 (Participants 37) - A programme jointly organized by language departments to signify the importance of five languages namely, English, Hindi, Urdu, Marathi & Arabic.
- A national level webinar titled 'Cancer and skin donation awareness' programme was organized on 17/07/2021 (Participants 104).
- A national level webinar was organized on 'Capital Market Awareness' to make students aware about investments in financial markets and financial institutions like NSE, BSE, etc. (participants 100).
- A national level webinar was held in collaboration with National Institute of Securities Market, An Educational Initiative of SEBI on 'An Overview of Securities Market in India' to familiarize students with SEBI and its regulatory powers (09/12/2021; Participants 200).
- Online awareness programme was held on 'Debate: Novelty and Thoughtfulness in Indian Constitution' dated 26/11/2021 (participants 35).
- Three short films on Girl's education were screened on 24/01/2022 to signify the importance of girl's education. The screening was followed by quiz competition based on the films screened on the occasion (Participants 74).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.9.pdf">http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.9.pdf</a>
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**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Days of local, state, national and international significance were celebrated throughout the academic year 2021-2022. These days were celebrated by organizing, debate, webinar, quiz competition, poster making competition, PowerPoint presentation, movie screening to name a few on online or offline platform at local or national or international level. Days celebrated were inclusive of health significance days (International Yoga Day, World Sleep Day, International Happiness Day), language significance days (World Arabic Day, Vishwa Hindi Diwas, International Mother language Day,

Bazm-e-Urdu), culture promotion days (Tehzeeb – Taj Mahotsav, Bazm-e-Urdu, Parvaaz), Commemorative days (Birth anniversary of Dr. Sarojini Naidu, Lala Lajpat Rai, Charles Darwin), Wildlife and ecological significance days (World Mine day, Energy Conservation Day, International Tiger Day, World Wild life Day, World Sparrow Day, World Wetland Day, International Day for Action of Rivers, Earth Day to name a few), days of scientific significance (National Science Day, Pi Day, World Meteorological Day), Gender sensitization days (National Girl Child Day, International Day of Women and Girls in Science, International Women’s Day), national significance days (Republic Day, Independence Day, Maharashtra Day, Indian Constitution Day). The detailed list is included in the supporting documents attached.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice-I:E-tabloid

E-tabloid is a student-centric virtual platform for them to express their thoughts, views and creativity (by the students for the students). It is cost effective and caters to the tech savvy students needs and likes. Students are free to express them and also get information on what activities are conducted in college every term.

Following are the links of the freely available E-tabloid of four consecutive years: E-Tabloid 2019:

<http://maharashtracollege.org/assets/pdf/e-tabloid-19.pdf> E-

Tabloid 2020: <http://maharashtracollege.org/assets/pdf/e-tabloid-20.pdf> E-Tabloid 2021:

<http://maharashtracollege.org/assets/pdf/e-tabloid-21.pdf> E-

Tabloid 2022: <http://maharashtracollege.org/assets/pdf/e-tabloid-22.pdf>

**Best Practice II:MahaCARE (www.mahacare.org)**

Maharashtra College's Center for Acceleration of Research and Entrepreneurship known as MahaCARE is a Technology Business Incubator catalyzed and supported by Department of Science & Technology under the Startup India Action Plan. The College became the first institution among the non-technical institution category to have launched an Incubation Centre in University of Mumbai.

MahaCARE team has been working tooth and nail to impart entrepreneurial skills to students by organizing many Entrepreneurship Development Programmes, Entrepreneurial Mentorship Programmes and Awareness sessions and competition which has made students and other participants feel more confident, motivated and develop a positive attitude towards being an Entrepreneur.

The details of both best practices can be accessed at <http://www.maharashtracollege.org/best-practice.html>

File Description	Documents
Best practices in the Institutional website	<a href="http://www.maharashtracollege.org/assets/pdf/best-practices-2021-22.pdf">http://www.maharashtracollege.org/assets/pdf/best-practices-2021-22.pdf</a>
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

The distinctiveness of Maharashtra College Library is evident from the following details:

- **Book Bank Facility:** It provides the 'Book Bank' facility to the financially challenged students. Books related to the syllabus are made available to the needy students at 10% cost of the book.
- **Rare books:** the library has a collection of rare books in terms of date of publication and language used. Books in Persian stand out in the library as it is a classical language.
- **Internship programme:** the library provides avenue for undergraduate and postgraduate students by assigning library

related work

- Literature search: This facility was started to help the faculty members to get exhaustive and quick literature on required topics. Library staff uses emails and whatsapp facility to disseminate the information on the resources available for the topics mentioned by the faculty members.
- Reading room facility for outsiders: Maharashtra College is situated in a socio-economically challenged locality where students in general do not have favourable environment to study at home. Maharashtra college library provides 'Reading room facility' to such students of other institutions. The said students need to write an application and get it approved by the Principal.

## 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

IQAC plans the academic calendar of the year and informs the central time table committee to prepare a schedule. Time table committee considers the directives given by the IQAC and feedback from students. Workload allotment is done to all the teachers as per their expertise and University guidelines. Individual teachers prepare their lecture plan for the entire theory and practical course. Primarily teachers use lecture method to teach their syllabus. Other methods such as Quizzes, Group Discussions, Demonstrations, Debates, Power Point Presentations, Videos, Case studies etc are also adopted. Different ICT and library resources are constantly upgraded to ensure an effective teaching-learning process. Periodically, Academic review and feedback is taken from all stakeholders. The Principal, Vice Principal and Heads of the Departments conduct regular meetings to review the difficulties faced while teaching. Thus, by optimum utilization of available infrastructure, entire curriculum delivery is very well planned, effectively implemented, and properly documented by all the faculty members.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Academic calendar contains tentative dates of examinations, co-curricular activities, end of term and vacation period. University of Mumbai announces arrangement of terms at the beginning of every academic year. Accordingly, our institution prepares academic calendar. Faculty and students get a lucid picture of the activity schedule and adhere to it. It

facilitates planned coverage of syllabus. IQAC encourages faculty members of the institute to adhere to the academic calendar including for the conduct of CIE for achieving academic excellence. All the tentative schedule related to different examinations conducted during the academic year are mentioned and executed accordingly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

21

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)	<a href="#">View File</a>

## 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

22

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

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



Course I & II, Course on Environmental Studies I & II, and many more. Assignments related to these pertinent issues are given to students for independent study and research. Topics related to Feminism, women's writings and human rights are an integral part of English Literature, Political Science, Hindi Literature, etc. Through these courses students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year.

Students are encouraged to participate in different programmes like online quiz contests organized at intra-collegiate and inter-collegiate level. Humanistic values are promoted through the activities of the IQAC, WDC, NSS and NCC.

Community outreach and other social welfare programmes. Value education and mental health workshops. Upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

6

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	<a href="#">View File</a>

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

369

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://maharashtracollege.org/feedback.html">http://maharashtracollege.org/feedback.html</a>

## 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

982

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

9

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The teachers involve students in class activities using different strategies such as group discussions, asking relevant questions, quizzes, assignments, etc. The difference in the participation level helps to gain insights into the understanding levels of the students. After completion of each chapter/unit, the teacher seeks a recap of that chapter/unit. This helps to determine the difference in the grasping level and the performance level of the students. Accordingly, a revision is done to fulfill the needs of both, slow learners and advanced learners. In addition, the students of all the classes are given projects/assignments related to their respective courses. Assessment of these projects/assignments serves to understand the cognitive level of the students. The following methods are adopted for helping the slow learners to cope with the demands of the syllabus: revision of difficult topics, providing a brief summary of the chapters, providing notes in simple language, regular tests, etc. To enhance the interest of the advanced learners, following strategies are adopted: discussing advanced concepts, providing additional reading and reference material in the form of pdfs, involving them in co-curricular and extra-curricular activities such as intra-collegiate and inter-collegiate competitions, conduct of workshops, seminars, debates, etc.

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
2457	61

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

Lectures and practicals are an important part of imparting knowledge and strengthening the basic conceptual understanding of the learners. In addition, interaction during the lectures helps to understand their point of views. Learning is made interactive by encouraging students' participation in group discussion, role-play, subject quiz, introducing self/others, etc. Projects are an integral part of the syllabus which help to augment the understanding of the given topic. Problem-solving methods are used to develop the understanding of the learners. Audio-visual mode of teaching is used to help the learners understand a concept in a better way and retain it for a longer duration. Film adaptations, YouTube Videos, and animations help to improve the critical and analytical thinking of the learners. Students are motivated to make presentations which are assessed and evaluated regularly. Virtual tour to Jijamata Udyan, ACTREC, TATA Memorial Cancer Hospital, etc. is conducted to give an enriching experience to the learners. Internships offer the learners a chance to learn valuable on-the-job skills, provide excellent networking opportunities, take part in meetings and understand a professional environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

As the Covid-19 pandemic hampered education significantly, online and hybrid mode of teaching and learning was adopted.

Teachers used several strategies to attain student involvement in class through various ICT tools. MS-Teams was used by all the teachers of our college to conduct the lectures on a regular basis. Digital white boards, WhatsApp groups, Kahoot app, etc. were used for enhancing the learning experience of the students. PowerPoint presentations and You Tube videos were used to clarify the concepts and make the teaching-learning process effective. E-books and e-journals were shared with the students for increasing their knowledge-base. Films based on the topics prescribed in the syllabus were screened for enriching the learning experience. Viva Voce of Research projects was held online through MS Teams. Tests and assignments were conducted using Google Forms. Live Quiz on topics related to the prescribed syllabus was organized using the Kahoot app. Live demonstrations of science practicals were done using MS Teams platform. Online Guest lectures and Webinars were arranged to increase the knowledge of the students. Last but not the least, students were mentored through telephonic conversations and WhatsApp groups.

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

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

#### 2.3.3.1 - Number of mentors

61

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

### 2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

31

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)	<a href="#">View File</a>

**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**

776

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

Our college adopts the pattern and schedule of examination prescribed by the University of Mumbai. College Examination Committee ensures smooth conduct of examinations. Choice Based Credit System (CBCS) is followed where the exams are conducted semester-wise. Class tests are conducted at department level for regular evaluation of students. Additional exams are scheduled for students with medical reasons or participants in sports, cultural, NCC, NSS activities. ATKT exams are conducted for unsuccessful students.

Due to the damage caused by pandemic, all the exams for Second Year and Third Year students were conducted online (as per the instructions from University). Orientation programmes and Online Mock-tests were conducted to help students understand the Multiple-Choice Question (MCQ) paper pattern. However, the exams of the First Year students were conducted offline. To facilitate the smooth functioning of the exams, papers were set such that 50% of the question paper was set using Multiple-Choice options and 50% of the question paper was set as per the paper pattern prescribed by the Board of Studies. Moderation of the papers was done to assure and maintain the quality of assessment. The students were given an opportunity to apply for revaluation of their papers.

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

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



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.

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://maharashtracollege.org/pos-psos.html">https://maharashtracollege.org/pos-psos.html</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes and Course outcomes are communicated to the teachers through departmental meetings. Accordingly, the method of approaching a given syllabus is communicated. The Head of the Department regulates the adherence to the time-table by all the members of the department so that the

prescribed syllabus is completed on time. The students are motivated to attend the lectures and practicals as well as to undertake project work wherever applicable. Guest lectures, industrial visits, field visits, co-curricular activities, etc. are organized regularly to enhance the understanding of the prescribed topics. Regular tests, assignments, semester-end exams, etc. help to analyze the attainment of the programme outcomes. Apart from this, regular feedback taken from the students helps to evaluate the course outcomes.

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

736

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://maharashtracollege.org/assets/pdf/2022/Feedback%20of%20students.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research

**projects / endowments in the institution during the year (INR in Lakhs)**

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

Nil

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

09

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

Nil

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

### 3.2 - Innovation Ecosystem

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

The institution has established an Ecosystem for Innovations, including Incubation Centre and other initiatives to create and transfer knowledge. It has signed MOUs with EXCELR: Raising Excellence, NSS College of Commerce and Economics, Research Academy of Social Sciences, Mumbai, Dr. Rafiq Zakaria College for Women and M.D College and Kirti College to provide exposure to various courses and organize webinars, bridge courses and lecture series in Mathematics and Statistics to facilitate students with better understanding and exposure in their subject areas.

The Incubation Centre had organized various activities like Entrepreneurship Awareness Program, E- Summit, Panel Discussion on family run and women in business to inculcate the idea of Entrepreneurship and Start-ups amongst students. The Training and Placement Cell organizes training and placement workshops to give job opportunities to students.

Besides these, various committees and associations of the college also organize industry visits, field trips and webinars to help students with better opportunities of acquaintances with their areas of specializations. Workshop on "Beneficial Effects of Radiation" and webinar on Advances in X-ray and Neutron Imaging and its Applications are some examples that generated new interests in students and created nexus with research centres. Regular internship programs with MAP TECHNOLOGY were held. Webinars like Jetking certified near protocol appreciation course based on Blockchain Technology were organized by Computer Science and Information Technology

departments to help the students have an exposure to industry related experience.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mahacare.org/">https://mahacare.org/</a>

### 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

22

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

04

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
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

20

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

### 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

07

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Maharashtra College of Arts, Science and Commerce inculcates social values and responsibilities to all its stakeholders by engaging in active extension activities in the neighbourhood to sensitize students to social issues and promote community relationship. The institute's step towards embracing a green culture by installing solar panels in the college terrace thereby reducing its carbon footprint itself has created eco-consciousness in all its stakeholders. The college has active NSS and NCC Units that engage in effective activities addressing various social, environmental, and even personal issues like cleanliness drives and tree plantations. Vaccination drives to create awareness about it and COVISHIELD Vaccination Camp by NCC girl cadets and other departmental activities that include webinars, workshops, or talks on important issues like Cancer Awareness and Organ Donation,

Cancer in Woman, Waste Management Programme, Effective Methods of Water Conservation not only help in engaging youth in meaningful activities but also aid in creating social, environmental and health awareness. Further, observation of important days like International Tiger Day, World Mining Day, World Wetland Day foster consciousness on conservation of wildlife, mines and other geological issues. All these activities have a positive impact on the students, creating alert youth for a better and safe future.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/ncc-boys.html#">https://maharashtracollege.org/ncc-boys.html#</a>
Upload any additional information	<a href="#">View File</a>

### 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

03

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

29

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

### 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

3375

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

29

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



### 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

06

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college campus accommodates two buildings, a seven-storeyed main building and two-storey, annex Building with mezzanine floor. The college hall has a capacity of 400 seats and it is situated on the ground floor. There are in all 33 class rooms available from first to seventh floor. Well-equipped Chemistry, Physics and Biology laboratories are situated on fourth, fifth and sixth floor respectively. The college library is situated on the seventh floor. The terrace supports the solar panel rooftop which is the first of its kind in the colleges of Mumbai. The college auditorium is situated on the ground floor of the building with decent, fully air conditioned, noise free space with a capacity of 100 people. It has all the features of an ideal auditorium with perfect light and sound system, LCD projector, screen, and well-designed permanent dais. Information technology and Computer Science department have five well equipped computer labs and one especially created computer lab for commerce faculty. The main building houses a Gymkhana on the ground floor which caters to the physical wellbeing of the students and the staff. The college is committed for supporting and promoting effective teaching and learning practices.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/campus.html">http://www.maharashtracollege.org/campus.html</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/facility.html">http://www.maharashtracollege.org/facility.html</a>

**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	<a href="#">View File</a>
Paste link for additional information	<a href="https://maharashtracollege.org/assets/pdf/AQAR-21-22/criteria4/1%204.1.3.pdf">https://maharashtracollege.org/assets/pdf/AQAR-21-22/criteria4/1%204.1.3.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

1.79

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Maharashtra College Library Purchased Library Management software, i.e. "Software for University Libraries" (SOUL) in February 2004 designed and developed by the INFLIBNET Centre Ahmadabad. We are using Catalogue, Circulation and OPAC and Administration Module of the software and entered Records for Books 63420 and 3700 active members. WebOPAC is available in college LAN with link <http://192.168.1.178/webopac/> . Software is used for Issue return of books Report generation,

statistics, Cataloguing and to search Library collection. It also has mechanism for Bar-coding Printing of spine labels and borrowers card. Library has eight computers ( one Server + four Staff + on faculty and + two for students).All computers are connected through LAN. Library has one DeskJet black and white printer and one colour Cannon Printer cum Scanner used for printing and scanning of documents.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://maharashtracollege.org/aqar.html">https://maharashtracollege.org/aqar.html</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

1.06934

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

#### 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

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The institution has a total of 252 computers having good quality internet facilities. College also has 12 laptops for different academic programs and activities. The institution has 2 browsing centers and 7 computer centers with good WiFi and recording facility. The bandwidth available for internet connection in the Institution is 50 MBPS (Leased Line). College is having all the facilities for IT facilities like printers, colour printers, scanners, LCD projectors, Digital Smart Board, CCTV cameras, IP-based Telephony, attendance machine, and Xerox machines. Ceiling-mounted projectors are provided to facilitate the faculty & students in conducting the classes. 3D Printer has been set up in the CS and IT departments. IT Technical Person is responsible for maintaining and upgrading configurations of the laptops and desktops. College campus is monitored by CCTV for the students and employees security. Overall, the institution has well-equipped IT facilities that are vital for training the students in state-of-art software and hardware.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://maharashtracollege.org/campus.htm">https://maharashtracollege.org/campus.htm</a> <a href="#">1</a>

##### 4.3.2 - Number of Computers

264

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**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	<a href="#">View File</a>

**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)**

8.99

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institute validates the requirements of classrooms, lab materials, infrastructural resources, staff, and equipment before the beginning of the academic year. The college has a separate College Development Committee which looks at the infrastructural needs and maintenance of physical facilities in the campus. Electrician, plumber and lift maintenance person

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.maharashtracollege.org/facility.html">http://www.maharashtracollege.org/facility.html</a>

## 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

17

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

31

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

600

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

600



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>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</b>	<b>C. Any 2 of the above</b>
---	------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

**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**

**20**

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File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

## 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

87

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

## 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

03

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

## 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	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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 Parvaaz 2021 was celebrated with a great enthusiasm from 20th to 24th December 2021. The Inaugural Ceremony took place on 20th December 2021. Parvaaz 2021 started with release of E - Tabloid and Special Lecture on Business Ethics. It was great to organize Parvaaz after a gap of 1 year in hybrid mode. The departments conducted their events as follows

Chemistry dept. - National level Quiz competition Urdu department -extempore elocution competition, Urdu essay writing, Gazal singing.

Gymkhana Activities - Chess, carrom

Commerce and Management department (degree & Junior) - Business plan, Business ethics, Thought presentation workshop

Mathematics department - quiz, mathematics exhibition

Physics Department - Quiz, Essay and power point NCC unit (Girls)- girls debate, National integration awareness

NSS unit - best out of waste, slogan writing

Biology department -Biology aptitude test

Sarus Nature club - pencil sketching photography,

CS and IT department - Poster competition, power point,  
Personality Contest presentation, digital marketing.

English department - English literary quiz

Hindi department - Essay writing, elocution

Arabic department -Mughal rules of India quiz

In total there were 47 events and 600 participants. All Departments conducted their events meticulously. Hence it ended with personality contest successfully.

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

1869

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Alumni Association is not registered, yet it conducts activities for college development. The college has been undergoing structural repairs and renovation on a major scale. The alumni association has helped in procuring contacts of contractors/architects for the same. It has taken the responsibility of maintenance of prayer room facility in the college premises. Since the college caters to students from diverse backgrounds, the alumni arrange the availability of a counselor to deal with students facing psychological challenges. They are in regular touch with the Principal and keen to contribute in whatever way possible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

## 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

#### Our Vision

To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

#### Our Mission

To provide opportunities for higher education especially to girls from Muslim Community within their locality.

To disseminate quality education to equip the students with tools of gainful employment.

To encourage and inspire teachers and students to attain excellence in education.

To develop moral and intellectual outlook among students and inculcate principles of unity and national integration.

#### Objectives

To provide platform for excellence in academic growth to minority community.

To develop among students a sense of self confidence, a spirit of competitiveness, cooperation and adaptability to face the challenges of future.

To give students technical facilities, so as to promote technical skills.

To encourage students to participate in national and international activities in academics, sports and co-curricular activities.

To inculcate good moral values and a sense of nationalism amongst the students.

As stated in the vision and mission mentioned-above that our institution wants to attain the target of all-round development of all stakeholders. For this, a democratic nature of governance with a perspective plan has been developed which is revised and moderated on year to year basis. All the stakeholders, including teachers and students, are conferred upon their privileges to be an active participant in the governance and leadership of the institution. Various committees are formed like CDC, IQAC etc. for decentralization and participative management.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/mission-vision.html">https://maharashtracollege.org/mission-vision.html</a>
Upload any additional information	No File Uploaded

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

Maharashtra College follows the practice of decentralisation in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.

The teachers, supporting staff and students all play their roles in the duties assigned to them.

The practice of decentralisation and participative management is reflected in all the activities of the College through a strong and efficient system of committees, which includes the IQAC, the Staff Council, Students' Council, Time Table Committee and various other committees.

#### CASE STUDY OF PARVAAZ: THE ANNUAL CULTURAL FESTIVAL OF THE COLLEGE

Parvaaz, the Annual Cultural Festival of the College, showcases the practice of decentralisation and participative management in entirety.

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

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The academic year 2021-22 started amid the clouds of uncertainties. Corona Virus and its variants kept wreaking havoc time and again. In the month of June, the process of teaching started online. But the plan for offline teaching was always under consideration. At last, in the month of October, 2021 the colleges reopened. And a new challenge reared its head: only the vaccinated students were allowed to enter the college premises. It meant that the non-vaccinated students were to stay home.

The college prepared a plan to let the teaching process go on in a hybrid mode. We allowed the vaccinated students in the class, and non-vaccinated students were allowed to continue attending online lectures through the Microsoft Teams App.

For teachers it was a dual challenge: from maintaining attendance to clearing the concepts, from conducting question-answer sessions to evaluating the output of teaching-learning process through various methods- all these became a great challenge for teachers. But under the guidance of the principal, the teachers maintained a striking balance between both the processes. Attendance was recorded and all other methods of teaching were successfully applied - without any glitches.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>



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

The organisational structure of the college consists of the Management, the Principal, the teaching staff, the non-teaching staff and the students.

Maharashtra College is run under the aegis of Khairul Islam Higher Education Society.

The Principal is assisted by the heads of the various departments, the teaching faculty, and the non-teaching staff.

Vice Principal assists the Principal in running the institution successfully.

The IQAC plays a very important role in the smooth functioning of the entire organisational system of the college.

The Heads of the Department play their roles very effectively. They maintain a healthy academic ambience in their departments.

The Registrar of the college and other staff members of the office workside by side with the teaching faculty: From admissions and fees collection to examinations and distribution of mark sheets, they work relentlessly to complete the teaching-learning process in true sense.

Our well-equipped library stands ready to lend a helping hand to our students.

Various committees work with a never-say-die spirit for the all-round development of our students.

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File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/commitee.html">https://maharashtracollege.org/commitee.html</a>
Link to Organogram of the institution webpage	<a href="https://maharashtracollege.org/organogram.html">https://maharashtracollege.org/organogram.html</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

Our both teaching and non-teaching staff can avail Loan facilities as per Government rules. The college provides all help within the legal parameters for the same.

Al Falah Cooperative Society (a non-profitable organization of teachers) provides loans upto 4 Lakhs to teaching staff on 0% interest.

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

RO pure drinking water facility is available in the staffroom for providing pure water to teaching and non-teaching staff.

The same facility is also available on 6th floor (Biology Department).

Permission is readily granted to participate in Refresher Courses/ Orientation Programmes/ Short-Term Courses to the teaching staff for professional development.

From time to time training programmes are conducted for teaching and non teaching staff to enhance their efficiency and working skills.

Gymkhana Facility is available for teachers also, if they want to avail it.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/facility.html">https://maharashtracollege.org/facility.html</a>
Upload any additional information	<a href="#">View File</a>

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

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

**Nil**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

04

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)	<a href="#">View File</a>

**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**

31

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

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

**The college asks teachers to furnish a self-evaluation form at**

the end of each academic year. This provides an insight into one's own assessment of effectiveness of the teaching ,and also throws light on the publications of books/chapters as well as various training programmes attended during that particular academic year.

Apart from this, all departments collate the data for appraisal of teaching-learning activities of teachers in the form of departmental reports which are submitted to IQAC at the end of each academic year.

At the end of each academic year, all Heads of the Departments submit a detailed confidential report of the teachers of their department to the Principal. It throws light on various projects undertaken and highlights various strengths and weaknesses, where improvement is required.

Students are given an opportunity to provide their feedback about teachers.

As per the procedures outlined by the IQAC, the feedback forms are provided to students. Students are free to express their views/opinions. The questionnaire is structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work-ethics and curriculum etc.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/feedback.html">https://maharashtracollege.org/feedback.html</a>
Upload any additional information	<a href="#">View File</a>

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

expenditure department.

#### External Audit

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

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

NIL

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

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

Maharashtra College is a government-aided college. We also run some self-financed courses as well. Our primary funds are provided by the Government. Apart from this, there are very clear rules and regulations laid down by the University of Mumbai for the collection of fees from students for various courses. So we collect fees from our students by strictly adhering to the rules of the University and ensure its maximum utilization as per the norms.

It means that the fee collected under a certain title is utilized for the same purpose only. For example, the fee collected under the title of exam or library is used for the same purpose only. This kind of arrangement helps us maintain a good pace of work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

**IQAC institutionalizes processes for quality development such as :**

**National-Level Webinar:**

1) The new format of AQAR made many stakeholders curious about the method to fill it. Keeping the same in mind, the IQAC of

our college, in collaboration with IQAC Cluster, India took an initiative and conducted a National Level Webinar on this topic 'Format of New AQAR 2020-21' on December 4th, 2021, 10.00 am to 2.00 pm through the Microsoft Teams platform. The lecture was delivered by Dr. Ayub Shaikh, Trustee of IQAC Cluster, Head, Dept of Zoology, ICS College of Commerce & Science, Khed, Ratnagiri. 94 teachers participated in this Webinar.

Lecture on "Code of Conduct" for teachers:

2) The backbone of every institution is the Code of Conduct that is practiced there. Keeping the same thing in mind, the IQAC organized a workshop on the Code of Conduct for Teachers on 9th December, 2021 in the college Auditorium. The guest speaker was Dr. Khan Ashfaque Ahmad, Vice Principal and IQAC Coordinator, Rizvi College of Arts, Science and Commerce.

Not only this, we also constituted the Code of Conduct Monitoring Committee for this purpose, so that we can keep a tab on the execution of the Code of Conduct by all stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC of our college pays a lot of attention towards the teaching-learning process, and thus it has incorporated the system of collecting Daily Teaching Reports from teachers through their HoD's. The teachers were required to prepare a semester-wise plan, and while teaching they were supposed to fill out their daily teaching plan, lecture-wise accomplishments, as well as the number of students who attended their lectures. Along with that, we also initiated teachers' as well as students' digital attendance through a chip-reading mechanism. But after the closure of institutions due to



COVID-19, teaching and learning process became virtual. We continued with the digital attendance, and each teacher was asked to submit the daily attendance report through Google Forms.

Apart from this individual reporting, the IQAC also collected feedback from various stakeholders - teachers, students, parents and alumni - so that the lacunas, if any, could be identified and rectified, because it was the first time that the teaching-learning process was going on in hybrid mode. Later on, the feedback responses were analysed and shared with the teaching and administrative staff.

File Description	Documents
Paste link for additional information	<a href="https://maharashtracollege.org/feedback.html">https://maharashtracollege.org/feedback.html</a>
Upload any additional information	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://maharashtracollege.org/assets/pdf/QAC-meeting-2021-22.pdf">http://maharashtracollege.org/assets/pdf/QAC-meeting-2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Following is the list of gender equity programmes organized:

- National level webinar (26/07/2021; 9 male & 69 female participants) on 'Cyber sakhi' to create awareness on cyber security.
- Cancer awareness program titled 'Cancer in Women: Fear versus Awareness' (10/08/2021; 15 male & 150 female participants).
- Online Open Quiz on Awareness on Crime against Women by National Commission for Women, MyGov (25/08/2021 to 30/08/2021; 35 female participants).
- One Day Offline Self Defense Workshop for Girls (25/11/2021; 134 female participants).
- Debate on 'Novelty and Thoughtfulness in Indian Constitution' (26/11/2021; 6 Males & 29 female participants) included topics on gender equality.
- Online talk on 'Four Complete Women in Islamic History' (22/12/2021; 8 male & 33 female participants).
- Short films screening with quiz competition" to celebrate international girl child day (24/01/22; 11 male & 63 female participants).
- Poster making competition on "Role of women and girls in Science" (11/02/2022; 16 female participants).
- Online quiz on 'Indian Women Achievers' (08/03/2022; 20 male & 84 female participants).
- Fun fair (08/03/2022; 2 male and 20 female participants)

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.maharashtracollege.org/assets/pdf/AOAR-21-22/criteria7/7.1.1.a.pdf">http://www.maharashtracollege.org/assets/pdf/AOAR-21-22/criteria7/7.1.1.a.pdf</a>
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	<a href="http://www.maharashtracollege.org/assets/pdf/AOAR-21-22/criteria7/7.1.1.b.pdf">http://www.maharashtracollege.org/assets/pdf/AOAR-21-22/criteria7/7.1.1.b.pdf</a>

#### 7.1.2 - The Institution has facilities for alternate sources of energy and energy

B. Any 3 of the above

**conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

Owing to several limitations imposed in the form of lockdown due to COVID pandemic situation, the institution managed to contribute in waste management activities. Following is the list:

- College participated in beach and public place cleaning activity at Haji Ali (250 kg of plastic waste was collected and handed over to BMC cleaning unit; 26/10/2021; 45 participants), Juhu chowpatty (800 kg of waste was collected and handed over to BMC; 23/12/2021; 98 participants) and Girgaon chowpatty (150 kg of plastic waste was collected; 31/12/2021; 19 participants).
- College organized awareness workshop on "Save Environment by Waste Management" dated 13/12/2021 to highlight the importance of waste management. Total no. of participants was 14.
- 'Best out of waste' activity was organized during PARVAAZ (College's cultural week) to imbibe the significance of minimizing waste. Total no. of participants was 15.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water**

D. Any 1 of the above

**harvesting Bore well /Open well recharge  
Construction of tanks and bunds Waste  
water recycling Maintenance of water  
bodies and distribution system in the  
campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><b>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></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>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).</p> <p>Following is the list of activities the college has organised in 2021-2022:</p> <ul style="list-style-type: none"> <li>A visit to RBI monetary museum to create awareness among</li> </ul>
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students regarding socio-economic history of our country (24 participants; 3/03/2022).

- College organized 3-day TaJ Mohatsav from 22 to 24/02/2022 to imbibe cultural harmony among students (participants 55).
- International Yoga Day was celebrated on 21/06/2021 for promoting yoga for healthy mind and soul (participants 39).
- Blood donation camps were organised within college campus (30/11/2021; participants 19) in collaboration with Masina hospital and at participated in blood donation camp at Chrchgate station organised by Western Railway in collaboration with Jagjivan Ram Hospital (15/07/2021; participants 23).
- Awareness programme on 'Cancer in Women: Fear versus Awareness' was organized dated 10/08/2022 (Participants 165)
- COVISHIELD vaccination camp was organized with college campus for college stake holders to get vaccinated (27/10/2021). Around 200 college stakeholders were vaccinated in this camp.
- One day workshop on 'Self-defence for girls students' was organized on 25/11/2021 to create confidence among girls and also they were trained by expert trainers in self-defence.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Following is the list of activities the college has organised in 2021-2022:

- International Mother Language Day was celebrated on 21/07/2021 (Participants 37) - A programme jointly organized by language departments to signify the importance of five languages namely, English, Hindi, Urdu, Marathi & Arabic.
- A national level webinar titled 'Cancer and skin donation

awareness' programme was organized on 17/07/2021  
(Participants 104).

- A national level webinar was organized on 'Capital Market Awareness' to make students aware about investments in financial markets and financial institutions like NSE, BSE, etc. (participants 100).
- A national level webinar was held in collaboration with National Institute of Securities Market, An Educational Initiative of SEBI on 'An Overview of Securities Market in India' to familiarize students with SEBI and its regulatory powers (09/12/2021; Participants 200).
- Online awareness programme was held on 'Debate: Novelty and Thoughtfulness in Indian Constitution' dated 26/11/2021 (participants 35).
- Three short films on Girl's education were screened on 24/01/2022 to signify the importance of girl's education. The screening was followed by quiz competition based on the films screened on the occasion (Participants 74).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.9.pdf">http://www.maharashtracollege.org/assets/pdf/AQAR-21-22/criteria7/7.1.9.pdf</a>
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**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Days of local, state, national and international significance were celebrated throughout the academic year 2021-2022. These days were celebrated by organizing, debate, webinar, quiz competition, poster making competition, PowerPoint presentation, movie screening to name a few on online or offline platform at local or national or international level. Days celebrated were inclusive of health significance days (International Yoga Day, World Sleep Day, International Happiness Day), language significance days (World Arabic Day, Vishwa Hindi Diwas, International Mother language Day, Bazm-e-Urdu), culture promotion days (Tehzeeb - Taj Mahotsav, Bazm-e-Urdu, Parvaaz), Commemorative days (Birth anniversary of Dr. Sarojini Naidu, Lala Lajpat Rai, Charles Darwin), Wildlife and ecological significance days (World Mine day, Energy Conservation Day, International Tiger Day, World Wild life Day, World Sparrow Day, World Wetland Day, International Day for Action of Rivers, Earth Day to name a few), days of scientific significance (National Science Day, Pi Day, World Meteorological Day), Gender sensitization days (National Girl Child Day, International Day of Women and Girls in Science, International Women's Day), national significance days (Republic Day, Independence Day, Maharashtra Day, Indian Constitution Day). The detailed list is included in the supporting documents attached.



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice-I:E-tabloid

E-tabloid is a student-centric virtual platform for them to express their thoughts, views and creativity (by the students for the students). It is cost effective and caters to the tech savvy students needs and likes. Students are free to express them and also get information on what activities are conducted in college every term.

Following are the links of the freely available E-tabloid of four consecutive years: E-Tabloid 2019:

<http://maharashtracollege.org/assets/pdf/e-tabloid-19.pdf> E-

Tabloid 2020: [http://maharashtracollege.org/assets/pdf/e-](http://maharashtracollege.org/assets/pdf/e-tabloid-20.pdf)

tabloid-20.pdf E-Tabloid 2021:

<http://maharashtracollege.org/assets/pdf/e-tabloid-21.pdf> E-

Tabloid 2022: [http://maharashtracollege.org/assets/pdf/e-](http://maharashtracollege.org/assets/pdf/e-tabloid-22.pdf)  
tabloid-22.pdf

### Best Practice II: MahaCARE (www.mahacare.org)

Maharashtra College's Center for Acceleration of Research and Entrepreneurship known as MahaCARE is a Technology Business Incubator catalyzed and supported by Department of Science & Technology under the Startup India Action Plan. The College became the first institution among the non-technical institution category to have launched an Incubation Centre in University of Mumbai.

MahaCARE team has been working tooth and nail to impart entrepreneurial skills to students by organizing many Entrepreneurship Development Programmes, Entrepreneurial

Mentorship Programmes and Awareness sessions and competition which has made students and other participants feel more confident, motivated and develop a positive attitude towards being an Entrepreneur.

The details of both best practices can be accessed at <http://www.maharashtracollege.org/best-practice.html>

File Description	Documents
Best practices in the Institutional website	<a href="http://www.maharashtracollege.org/assets/pdf/best-practices-2021-22.pdf">http://www.maharashtracollege.org/assets/pdf/best-practices-2021-22.pdf</a>
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

The distinctiveness of Maharashtra College Library is evident from the following details:

- **Book Bank Facility:** It provides the 'Book Bank' facility to the financially challenged students. Books related to the syllabus are made available to the needy students at 10% cost of the book.
- **Rare books:** the library has a collection of rare books in terms of date of publication and language used. Books in Persian stand out in the library as it is a classical language.
- **Internship programme:** the library provides avenue for undergraduate and postgraduate students by assigning library related work
- **Literature search:** This facility was started to help the faculty members to get exhaustive and quick literature on required topics. Library staff uses emails and whatsapp facility to disseminate the information on the resources available for the topics mentioned by the faculty members.
- **Reading room facility for outsiders:** Maharashtra College is situated in a socio-economically challenged locality where students in general do not have favourable environment to study at home. Maharashtra college library provides 'Reading room facility' to such students of

other institutions. The said students need to write an application and get it approved by the Principal.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Implementation of newly approved courses from the University. The College received approval for nine UG & PG courses from the affiliating University. These Courses need to be effectively implemented.

Structural repair and renovation of College premises- The College is undertaking repair and renovation of its building, campus and classrooms to update its facilities and accommodate more students taking admission in college.

Installation of CCTV cameras in the college campus and classrooms- This is needed for invigilation and maintenance of discipline.

Installation of LCD projectors- In order to facilitate ICT based teaching-learning, projectors will be placed in classrooms.

Organization of Workshops and Programs- For teaching and non-teaching staff and students in order to enhance knowledge and capacity building. Workshops will also be arranged to prepare the Institute for National Education Policy.

Introduction of new Certificate courses - To supplement academic curriculum.