



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	R. A. PODAR COLLEGE OF COMMERCE AND ECONOMICS
Name of the head of the Institution	Dr. Shobana Vasudevan
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02224143178
Mobile no.	9820125173
Registered Email	info@rapodar.ac.in
Alternate Email	shobana.vasudevan@gmail.com
Address	L.N.Road, Matunga, Mumbai-400019
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400019

2. Institutional Status																															
Affiliated / Constituent			Affiliated																												
Type of Institution			Co-education																												
Location			Urban																												
Financial Status			state																												
Name of the IQAC co-ordinator/Director			Ms. Kavita Jajoo																												
Phone no/Alternate Phone no.			02224143178																												
Mobile no.			9920524905																												
Registered Email			info@rapodar.ac.in																												
Alternate Email			kavita.jajoo@rapodar.ac.in																												
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)			http://www.rapodar.ac.in/pdf/R%20A%20Podar%20College%20of%20Commerce%20&%20Economics%20AQAR2017-18.pdf																												
4. Whether Academic Calendar prepared during the year			Yes																												
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.rapodar.ac.in/THE%20ARRANGMENT%20OF%20THE%20TERMS%20for%202019.pdf																												
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>3.63</td> <td>2011</td> <td>07-Mar-2011</td> <td>26-Mar-2016</td> </tr> <tr> <td>3</td> <td>A+</td> <td>3.68</td> <td>2017</td> <td>22-Feb-2017</td> <td>21-Feb-2024</td> </tr> <tr> <td>1</td> <td>A+</td> <td>92.25</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	3.63	2011	07-Mar-2011	26-Mar-2016	3	A+	3.68	2017	22-Feb-2017	21-Feb-2024	1	A+	92.25	2004	16-Feb-2004	15-Feb-2009
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1	A+	92.25	2004	16-Feb-2004	15-Feb-2009																										
6. Date of Establishment of IQAC			20-Jun-2004																												
7. Internal Quality Assurance System																															

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Career Guidance Centre	05-Sep-2018 255	10
Online admission process	30-May-2018 30	900
Lecture series in association with RAPAA	28-Jul-2018 3	185
TEDxRAPODARCOLLEGE	12-Jan-2019 1	175
State level intensive training workshop for Internal complaints committee in collaboration with MSCW	02-Mar-2019 1	71
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Government :NA	NA	UGC:NA	2019 0	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

Autonomy implementation

ICC training

Registration of Alumni Association RAPAA

Popular Inspirational talks :TEDxRAPODARCOLLEGE

CAS guidance centre

[View File](#)

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

Plan of Action	Achievements/Outcomes
To renew Parent Teacher co-ordination committee	Continued
To continue with online admission for degree college students	Continued
To establish a CAS guidance Centre	Established in January 2018
To conduct seminars for students in association with RAPAA	Series of lectures conducted from 28th July 2018
To conduct popular inspirational talks (TEDx)	TEDxRAPODARCOLLEGE conducted on 12 Th January 2019
To conduct workshops on meaning and implementation of Autonomy	Workshops and series of lectures conducted from March 2018 onwards
To submit proposal to begin Three year degree program " BCom with Actuarial Studies) to University of Mumbai	Proposal submitted and accepted
To conduct a workshop and training program for the Internal Complaints committee members in collaboration with Maharashtra State Commission for Women	Training session conducted on 2nd March 2019
To prepare and submit the proposal for" College with Potential for excellence	Proposal submitted . Results Awaited
Prepare and submit the proposal for College autonomy	Proposal submitted and College awarded autonomy 12th February 2018
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	25-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	02-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The College is progressively moving from the traditional to computerised Management Information Systems (MIS). The following systems are fully functional in the Institute from the last few years. 1. Biometric Attendance System for Staff 2. A central fees collection system enables collection of different fees 3. MIS related to salary. 4. Library is fully automated and uses the software SLIM. 5. Institutional email system 6. Podar Peagent in eform. 7. Podar Prabodhan Access through JGate The latest news, updates and information is provided to various stakeholders through Facebook and other social media pMIS in college library The R.A.Podar College library has been fully computerised with a professional library management software called SLIM21. The college library has purchased the SLIM21 Library s/w in the year 2003 with its 05 important modules: 1. Cataloguing: Books and other materials added to the library collection are catalogued with all its bibliographic details and indexed in the software so that students and faculty can browse them through the keywords, like author, title and subject. 2. Circulation : this modules takes care of borrowing and returning of a library items by its users. Circulation module is provided with borrowers links and cataloguing links. As per the library norms and approval of advisory committee, various kind of membership are given to inhouse and outdoor readers. All kind of transactions are maintained through this modules. 3. Acquisition: college</p>

library procures all resources through this module and they are accessioned typewise like books, CDs, dvds, reports, online databases etc. We have been generating the accession register through this module. 4. Serial: This module is completely dedicated to the periodical subscription and it's maintenance. All periodicals be it print or online, they are procured through this module and complete database of them is maintained. 5. Webopac: it is interface for students to browse the catalogue through this opac. Library provides access to its collection through this module. We have provided online access to the library holdings 24x7 so that students can save their time. Besides this we have also purchased multilingual additional module for regional language with which we can create database of Marathi, Hindi languages. We have fully computerised database and we provide following services to the students and teachers 1. Document delivery 2. Reference 3. Bibliography 4. Ebooks full text 5. E journals full text 6. Online webopac 7. Book bank 8. Reprographic service etc. platforms. MIS in college library The R.A.Podar College library has been fully computerised with a professional library management software called SLIM21. The college library has purchased the SLIM21 Library s/w in the year 2003 with its 05 important modules: 1. Cataloguing: Books and other materials added to the library collection are catalogued with all its bibliographic details and indexed in the software so that students and faculty can browse them through the keywords, like author, title and subject. 2. Circulation : this modules takes care of borrowing and returning of a library items by its users. Circulation module is provided with the borrowers links.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution takes keen interest in implementing the curriculum defined by the University, such that the main goal of the institution and the specific objectives get achieved. The 'outcome' based teaching-learning process makes sure that the objectives of the academic course are well achieved. At the beginning of the academic year a master time table is prepared and individual time table for each faculty is shared with the faculty members. The academic cell prepares the template for the teaching learning plans for each course. The faculty members in consultation with their department prepare the teaching plans. The lesson plan includes the number of lectures that will be engaged for each unit, the teaching pedagogy and the study material that will be shared with the learners. Faculty members prepare practice questions and model answers for each unit. The departments also plan how the remedial lectures will be engaged for the learners who may be described as academically weak and or slow learners. The head of the department conducts regular meetings with the members to discuss the implementation of the teaching plans. Each department holds sessions by senior faculty members on contemporary issues in their subject. This is further shared with the learners. While teaching, the syllabus recommended by University of Mumbai, new concepts are taught. Teachers teaching various courses make use of innovative teaching methodology to achieve this objective. For instance, while teaching 'Company Secretarial Practice' a course taught at S.Y.B.Com. Level, the teachers emphasize on the importance of 'Corporate Governance' by making the student identify the Annual Report of any company and discuss the level of corporate governance practiced by that company. To bring in the required analytical insight the students are given projects wherein they compare the Companies Act of 1956 with the recently enacted Act. Teachers teaching 'Accountancy' make students read financial newspaper to understand the nuances of financial management. All teachers make their teaching plan on the basis of expected outcome. In order to get a hands-on experience of how companies perform, the department of Accountancy makes students analyze the annual returns of select companies and do a comparative study. In the subject of 'Advertising', the method of role-play and creating ad campaigns gives students an opportunity to use and channelize their creativity. Students are also made aware of the wrong influence of advertising on social and moral values. They are encouraged to post their consumer complaints against wrong advertising to the Advertising Standards Council of India. Department of law organizes consumer awareness related programme for making students understand and appreciate the rights of consumers. Similarly, in the subject of 'Foundation Course', students are given practical projects. For instance, F.Y.B.Com students are sensitized about their responsibility towards the environment and also social responsibility by a novel project on recycling old unused pages of their notebooks. The students prepare a notebook of about 150 pages using the unused pages. These books are then distributed amongst the school going students in the annual Barhanpur NSS rural camp.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
View File		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Mind Storming : Storm to perform: Life skills	11/08/2018	23
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	Marketing, Human Resouces Finance	41
BCom	Accountancy and Business mangement	3
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The college considers feedback as a very important component of its own learning process. Learning and gaining knowledge from the process of obtaining reviews and feedback on curriculum has been an ongoing process at the college. Regular feedback obtained from students, parents and prospective employers help the institution to understand the fulfillment of the institutional goals and objectives. Feedback is also collected from current students so that their views also reach the appropriate forum responsible for framing the syllabus. The feedback collected formally and informally from the alumni and other academic peers gets represented during the committee meetings by the college faculty. Student Satisfaction Surveys and regular teacher feedback is taken. Student Satisfaction Index is a cumulative outcome of Student satisfaction survey, which is carried out by the college. It is used as a tool to understand the opinion of students towards the institution. The parameters of the survey</p>

include: the quality of teaching, teaching technology, infrastructure, facilities and resources provided by the institution, etc. Conducted once every academic year, this survey helps the institution to upgrade as per the requirements of students. The college collects teacher feedback at the end of each academic year for every class. The feedback given by the students is kept confidential. A profile based on the feedback is prepared. The feedback is shared by the Principal in an one to one meeting. The Principal may counsel the faculty members where required. The feedback form includes questions on the regularity of teachers in class, their class control, communication skills and approachability of the faculty members. Besides the standardised teacher feedback form, students are given the freedom to list down their observations and concerns related to the faculty members. The feedback by students on the student satisfaction survey has helped to improve many systems in the office. The parents feedback given during the orientation meetings and the open house days have been a major propellant to the proposal of Autonomy for college. Feedback given by the faculty members given in various meetings to the Principal has helped design the templates for various college functions. Feedback by the prospective employees are taken when the companies interact with the placement cell of the college. Their feedback on updating the syllabus and making it more current was another factor that encouraged college to submit the proposal for Autonomy.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Business Policy & Administration	1	5	5
PhD or DPhil	Accountancy	2	15	4
PhD or DPhil	Banking & Finance	2	8	3
BMS	NA	120	2027	120
MCom	NA	160	450	142
BCom	NA	840	1659	811

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2698	263	42	Nil	6

2.3 – Teaching - Learning Process

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

Number of	Number of	ICT Tools and	Number of ICT	Number of smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
42	42	5	23	1	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentoring is a continuous process at Podar. The Self- Development Centre of the college steers up this activity for students. Ably supported by a Professional Psychologist which the college has appointed for the students, the centre has been mentoring and guiding students with their personal and professional issues. The consultant arranges for aptitude tests, personality profile testing and psychometric tests for students to guide them in making better career choices. Of late the students in their final year have taken up mentoring the juniors. The mentoring programme initiated by the college during the last 4 years has encouraged the college administration to try methods to strengthen the same. The mentors extends various support to students, such as- • Grievance Redressal Cell has been set up for listening and execution of complaints of students. • Placement cell has been set up to provide placement services related information to students. • Co-curricular and cultural events are organised. • Periodical Seminars and workshops are conducted for students. The foreign students often face language barriers in communication. Such students are mentored and trained by the faculty members. Senior students also come forward voluntarily to help them overcome the communication barrier and make them comfortable in the college environment. The sports coaches have been mentoring the budding sports students. The coaches not only train the sports students but also mentor them to aim for higher goals. The college has given the freedom to the coaches to interact with their sports mentees in the college Gymkhana. Similarly the college appoints trainers for students participating in cultural activities. These professional trainers have mentored the students in the fine and performing arts categories. The students have been instilled with right values and mental strength to achieve their goals. Both the sports and cultural students have reached at the National and International levels. The college has been appointing Class mentors 2009. This practice has continued till date. The class mentors are one point contact to their mentees to discuss and share their personal and professional concerns.. The college has been appointing class mentors since 2011. This

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2973	42	1:71

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	18	12	Nil	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Shobana Vasudevan	Principal	Nari Ratna Samman by National Human Rights and social justice commission
2018	Dr. Asif Shaikh	Assistant Professor	Padmashree Late N.S. Venkatesan Gold Medal for Best PhD Thesis in Mathematics from

[View File](#)**2.5 – Evaluation Process and Reforms**

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BMS	NA	IV	04/04/2019	10/05/2019
BMS	NA	III	02/11/2018	13/12/2018
BMS	NA	II	12/04/2019	04/05/2019
BMS	NA	I	10/12/2018	10/01/2019
BCom	NA	VI	18/04/2019	25/05/2019
BCom	NA	V	20/11/2018	29/01/2019
BCom	NA	IV	05/03/2019	29/05/2019
BCom	NA	III	20/11/2018	22/01/2019
BCom	NA	II	13/03/2019	06/04/2019
BCom	NA	I	10/12/2018	10/01/2019

[View File](#)

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

The college is affiliated to Mumbai University, and follows the Examination pattern decided by the university. A few subjects at FYBCom , SYBCom and TYBCom level there have internal evaluation. The schedules of internal assessments are communicated to students and faculty. The college has always strived to improve and strengthen the examination system. Internal Assessment has to be carried out within the stipulated time. Slow Learners are encouraged to improve their performance in future by counselling. Counselling Sessions are used to sort out the personal issues, academic and non- academic problems. Though the Aided courses are governed by the rules of the University of Mumbai , the faculty members are concerned about the progress of the students. Practice test are given at the end of each unit . The answers are discussed in class. The faculty members get a feedback about the understanding of students. There are two subjects ie Foundation course I and II and Foundation course III and IV where there is internal assement which are refelected in the marksheet . Since the subjects have an interdisciplinary approach the students are given project assingments . The Non -adided course have a component of Continous assessment in the recommended syllabus. In the mid term of each semester there are a numbers of assement techniques used to evalauate students. Contingent on the nature of the subject, students are given class test, Project . at the end of each project the faculty memberstake viva of each student individually . A plagiraism test is applied for Projects undertaken at the Graduate and post graduate level. The continous evaluation in the non -aided section has given the freedom to the faculty and students to explore the practical applications of the subject. The internal assessment component at the B.M.S has been a highlight for enhancing the personality of students and hone thei proffessional skills of the students. The Continous evalaution are generally based on project work. The presentaion and Viva taken by the faculty members help the students to develop their communication skills. The faculty have observed the growth of

the students due to the continuous evaluation of different formats. There are two courses namely Foundation Course at the First year and Second year classes, which offer the facility of internal assessment and so continuous evaluation of students is conducted. The projects designed for these courses are experiential in nature and have been appreciated by students and their parents.

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

As an affiliated College to University of Mumbai, academic calendar of the university is followed for the conduction external assessments. The academic calendar of the college is planned well in advance in accordance with the university academic calendar and communicated. The academic calendar is prepared by the Academic Cell of the college at the beginning of each academic year in consultation with the Heads of Departments, who in turn convey it to their departmental colleagues. The academic calendar has details of distribution of teaching days and examination days in each semester. A central class-wise timetable is prepared for the next academic year by the Time Table Committee towards the end of every academic year (i.e. in April) and distributed in advance to all the departments. Each department prepares a teaching plan based on the academic calendar and the timetables given. Teaching plan for every subject is prepared under the supervision of the respective head of the department. By convention, all teachers teaching the subject (there is more than one division for each course of study) consult each other while designing and developing the teaching plan. Such an exercise brings about a possibility of common approach as far as the coverage of the prescribed syllabi is concerned. A template is prepared and emailed to all the faculty members in order to standardize the teaching plan. The college formulates an examination committee each year wherein all the departments are represented. The committee prepares the Examination and Internal assessment calendar for each class. The question papers are set in a Centralised paper setting arrangement in college. The junior supervisors are trained on the invigilation procedures. On the examination days the senior supervisors ensure the smooth conduct of examination. There is a doctor on call in case students are indisposed. The answer sheets are marked by the junior supervisors and then submitted to the examination department. Once the coding of the papers are done by the examination clerks, papers are given for assessment. There is a Centralised assessment centre in college. An examination office boy, clerk and the Controller of examination take a count of papers collected and papers assessed by the faculty. The results are declared and displayed both on college website and College notice board. The dates for revaluation are declared immediately. All norms and procedures for impartial assessment and declaration of results are followed by the college.

2.6 – Student Performance and Learning Outcomes

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

<http://rapodar.ac.in/sub2018-19.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BCom	Accountancy and	705	604	93.33

[View File](#)**2.7 – Student Satisfaction Survey**

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

<http://rapodar.ac.in/pdf/Student%20Satisfaction%20Index%20Report2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Develop and Pitch a business plan	BMS	26/07/2018
Marketing spheres and new horizons	BMS	14/07/2018
Opportunity Career in Mass media and journalism	BMS	14/07/2018
Career opportunities in Human Resource Management	BMS	14/07/2018
Careers in Financial services	BMS	14/07/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA
View File				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NONE	NIL	NA	NA	NA	Nill
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	0	0

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

Name of the Department	Number of PhD's Awarded
Commerce	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	11	6.17
National	Mathematics	1	5.67
National	Environmental Studies	3	3.24
National	Accountancy	2	3.36
National	Economics	1	2.35
View File			

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

Department	Number of Publication
Environmental Studies	2
Commerce and Management	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	11	5	5
Presented papers	1	4	4	2
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Avhan Camp	DR. BABASAHEB AMBEDKAR UNIVERSITY, AURANGABAD	5	1
WORLD ENVIRONMENT DAY	BEACH PLEASE	4	21
BLOOD DONATION VOLUNTEERING	NAIR HOSPITAL	4	5
YOGA TRAINING CAMP	MUMBAI UNIVERSITY	5	2
BEACH PLEASE – BEACH CLEANUP	BEACH PLEASE	4	62
VANMOHATSAV WEEK	NSS UNIT	4	21
TREE PLANTATION AT WADALA	DIYA FOUNDATION	3	16
PAPER BAG MAKING SESSION	NSS UNIT	4	10
PLASTIC BAN STREET PLAY	NSS UNIT	4	7
ANIMAL BONDING	BAI SAKARBAI DINSHAW PETIT HOSPITAL, PAREL	4	14
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Elysium Fest	1st runner up	B.L.Amalani College, Vile Parle	27
Republic Day Camp-2019	Participant at RDC parade Delhi	NCC unit	2
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Little More	Little More NGO	The Ganeshotsav Mandal undertook a noble initiative to contribute a part of their fundraised to	1	30

		the cancer patients and volunteered for various health check-up camps organised for these patients.		
DLLE	Department of Lifelong Learning and Extension	Status of Women in the Society Survey	2	105
Cyber Crime Awareness and Safety	The Chinmaya Mission (NGO)	Cyber Crime workshop	1	40
Disaster Management	City Disaster Management Force (BMC)	Disaster Management Workshop	1	53
Skill Development	The Institute of Charter Accountants of India (ICAI)	Training Programme on Goods and Service Tax (GST) for the Empowerment of Girl Students	1	80
Mental Health	Maharashtra Police	Interactive session with Maharashtra Police officials regarding students' safety in and around the college campus, mental health importance of physical education. (Understanding and Strengthening the social infrastructure in and around college.)	1	10
Aids Awareness	Red Ribbon Club	Red Ribbon Week	4	40
Swachh Bharat Abhiyan	Beach Please (NGO)	Dadar Beach Clean- up (12 Sundays)	1	80
Systematic Voters' Education and Electoral Participation	Lok Sabha Election Commission of India	Demo Session On How To Use EVMs Voters registration	2	220

program				
Yuva Mahiti Doot	DGIPR	Yuva Mahiti Doot App	1	2
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaborative Research: Ponzi Schemes	Kavita Jajoo Dr Vinita Pimpale Sudarshana Saikia	P. J. Foundation, Bombay Stock Exchange- Investors' Protection Fund	720
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship: Educational On the job training	Internship	Internship at Indyglobal ventures	27/04/2018	10/07/2018	Bhayani Rajvi
Internship	Internship	Internship at EY	21/05/2018	04/07/2018	Zenna Manoj
Internship	Internship	Internship in ICICI Bank Ltd.	07/05/2018	13/07/2018	Mohit Yadav
Internship	Internship	Internship at Edelweiss Financial Services Ltd.	18/05/2018	18/07/2018	Tanya Singh
Internship	Internship	Project based on Internship at Teach for India	22/05/2018	18/07/2018	Urvi Sahani
Internship	Internship	Internship at Nathumal Vasudev	08/05/2018	07/06/2018	Jatin Sachdev
Internship	Internship	Internship at EY	21/05/2018	04/07/2018	Rishav Rateria
Internship	Internship	Internship in V.S. Pandhere Co.	07/05/2018	20/06/2018	Shweta Pandhere

Internship	Internship	Internship at Sherkhan Ltd.	13/06/2018	13/07/2018	Nivisha Jain
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Maharashtra Times	23/07/2018	Media partner for FINACC, an intercollegite research competition	375
S.R Total Security Services	31/07/2018	S.R Total Security Services	375
Soul Store	02/01/2019	Facilitating Public speaking events by providing logistics support	92
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.2	1.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM21	Fully	3.6.0	2004

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
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Text Books	737	990479	429	79485	1166	1069964
Reference Books	47070	6720080	780	486619	47850	7206699
e-Books	220000	12900	2915000	12900	3135000	25800
Journals	54	88000	Nill	Nill	54	88000
e-Journals	11500	70800	Nill	Nill	11500	70800
Digital Database	4	81865	Nill	Nill	4	81865
CD & Video	1542	153776	51	Nill	1593	153776
Library Automation	1	180000	1	28320	2	208320
Weeding (hard & soft)	49389	462519	589	94561	49978	557080

[View File](#)

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

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

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	129	4	1	80	0	1	0	16	0
Added	0	0	0	0	0	0	0	0	0
Total	129	4	1	80	0	1	0	16	0

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

16 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
18	17.7	1116614	1335000

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

The College has appropriate infrastructure facility to facilitate effective teaching and learning. The College ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep the facilities in consultation with the management. The College has a fully pledged team to maintain the infrastructure facilities and equipment's. The College has appointed a team of technicians like electricians, plumbers, carpenters and gardeners etc.,. There are spacious class rooms and computer lab with sufficient ventilation. Each classroom has elevated platform, so that the teacher and board is visible to all the students. Regular classes run from 7.50 am to 1 pm. The library is situated in a spacious and well maintained and it is situated in the second floor and a reading room on third. The reference hall, book section, reading room is well furnished. Our library has reference section as well as the periodical section. The library come under the preview of the library committee constituted as per the universities rules and is audited by the management every year. The working hour of library and the reading hall is from 8.30am to 5pm during examination times the timing extended. The college has an audio-visual room with the latest infrastructure and a good collection of audio CD and DVD, on a variety of topics. The college has three computer labs for computer assisted learning in the subject of Computer Systems and Applications. The college has well equipped computer lab with 129 computers with internet connectivity and connected to the server. Multi Purpose Hall, Sports and NSS have separate office rooms. The college has an IQAC room. It is used for IQAC discussions. The facility meets the requirement of physically disabled students. Stairs in the college are wide and spacious to enable them to climb easily. The college has a safe drinking water dispenser at every floor. Two separate canteens take care of the catering requirements - one for the students and another for staff members which functions as an extended kitchen. The library is spread across two floors. The total area including reading hall and main lending section and has a seating arrangement around 60 students at a time. There are separate individual reading carrels available at the reading hall which at a time can accommodate 350 students besides the individual carrels. The reading hall has a separate lending section where reading materials are transacted. The main library also houses an E-resource networking zone. A corner is carved out for displaying guidance material for career options. Research, Development and Consultancy Cell adjoins the UGC E-resource network and is located in the main library. The research scholars are free to use the E-resource network. With dedicated computer terminals this gives a require research ambience. Two separate enclosures are reserved for teaching staff with a capacity of 06.

<http://rapodar.ac.in/infra.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sulochana Foundation	20	26000

Financial Support from Other Sources			
a) National	Govt. of India Scholarship	280	610811
b) International	NA	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	01/09/2018	257	College
Bridge Course	01/08/2018	35	BMS Department
LEC	21/06/2018	108	Life Enrichment Cell
Personal Counselling	01/06/2018	87	Self Development Centre
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Guidance Forum - Career pe Charcha	Nil	230	Nil	Nil
2019	Self Development Centre	Nil	37	Nil	Nil
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Deloitte	68	8	Liqui Loans	31	3

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	150	BCom	NA	R.A.Podar College	MCom

[View File](#)

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

Items	Number of students selected/ qualifying
NET	4
SET	2
CAT	4
SLET	Nil
GATE	Nil
GMAT	Nil
GRE	Nil
TOFEL	Nil
Any Other	Nil

[View File](#)

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

Activity	Level	Number of Participants
Spin-a-Yarn	Intra-Collegiate	21
Literary based Treasure Hunt	Intra-Collegiate	200
Talk on Studying and Working in Germany by Admission Counsellor of Frankfurt School of Finance and Management	Intra-Collegiate	103
Stalls placed in the college by students under Anna Purna Yojana on the occasion of Navarati, Avishkar Research Competition, Rapport, Uttang Festival	Intra-Collegiate	135
Seminar on the ACCA, a Financial Accounting course	Intra-Collegiate	42
Career Pe Charcha	Intra-Collegiate	57
FINACC 2018-Étude De Cas	Inter-Collegiate	22

FINACC 2018-Business Analyst	Inter-Collegiate	18
FINACC 2018- Esploro Presentado	Inter-Collegiate	18
FINACC 2018- Quiz-accounts	Inter-Collegiate	48
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	3rd prize National Round of Inquisitive Minds	National	Nill	1	2018016401896492	Mr. Madhur Tike
2018	3rd prize- National Level Youth Parliament	National	Nill	1	2016016402131661	Anushka More
2018	Silver medal- Senior National Championship 2018 Table Tennis	National	1	Nill	2018016401896302	Ms. Srushti S. Haleangadi
2018	Gold medal-64th School National Table Tennis tournament	National	1	Nill	2019016402010752	Ms. Shreya S. Deshpande
2018	Runners up- National Level Chess Tournament	National	1	Nill	2016016402132157	Ms. Dhanashree P. Pandit
2018	Bronze medal- School National Swimming competition	National	1	Nill	2019016402013224	Rudransh Mishra

2018	First prize-54th A.D. Shroff Memorial Inter-Collegiate Elocution Contest	National	Nil	1	2017016401549695	Eshan Vaidya
2019	First position-15th Madhu Limaye Memorial Elocution Competition 2019	National	Nil	1	2016016402136886	Alka Joseph
2019	First position-15th Madhu Limaye Memorial Elocution Competition 2019	National	Nil	1	2017016401549695	Eshan Vaidya
2018	First position-Youth festival (Story Writing)	National	Nil	1	2017016401550002	Ninad Kadam
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The first Council meeting of the academic year was held in December, 2018, in which, all the council members comprising year/class representatives and other representatives collectively elected the General Secretary for this years Students' Council. The Lady Representative Asmita Jadhav was elected as the General Secretary. Things that can be done by the Council for college were discussed in brief. The highlight for the year was Rapport as well as a three-day workshop, jointly conducted with the Life Enrichment Cell. List of Members of the Students' Council for the year 2018-19: 1. Ms. Joshi Radhika Class Representative of FYBCom. 2. Ms. Shah Priyanshi Class Representative of SYBCom. 3. Mr. Hariharan Vaibhav Class Representative of TYBCom. 4. Mr. Talwar Manav Class Representative of FYBMS. 5. Ms. Kohli Simran Class Representative of SYBMS. 6. Ms. Sharma Richa Class Representative of TYBMS. 7. Ms. Pandit Dhanashree Sports Representative 8. Mr. Karalkar Chinmay N.S.S. Representative 9. Mr. Otawkar Sanket N.C.C. Representative 10. Mr. Ramraje Sandesh Cultural Secretary 11. Ms. Joshi Sanika Lady Representative (Nominated) 12. Ms. Jadhav Asmita Lady Representative (Nominated) Rapport 2018 was hosted by the third year students of the college from 21st of December to 24th of December, 2018. The theme for this year was Rapport Riyasat, which stood for the legacy left behind for the junior batches of the college by the third year students. The four day intra collegiate fest was a collection of over fifty events under various departments like sports, literary, cultural and informals. Students

from first year junior college, first year Degree College and second year Degree College participated in great numbers to showcase their talent. The teams are formed on the basis of their divisions that compete with each other to win the Rapport trophy for their respective batch. The events concluded with the Prize Distribution Ceremony. The winning classes for the events were FYJC-G, FYBMS and SYBMS. All the students thoroughly enjoyed the 4 days of the fest, regardless of winning or losing, definitely learnt a lot and went home with fond memories of the festival. Apart from Rapport, the Council this year was a part of the Workshop conducted and bought together by the Life Enrichment Cell. On the first day, 10th January, 2019 a seminar on Vedantic Aspects of Conflict Resolution was conducted by the members of the Chinmaya Mission. On the second day, a session on how to create a Vision Board was conducted followed by a healthy discussion by all the participants. On the third day, a talk and interactive session was conducted by Dr. Ketna Mehta on how to overcome obstacles and conquer life and by Dr. Sunita Shankar, on the spiritual aspect of managing adversities and problems in life. Certificates were then distributed to the attendees.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

R, A. PODAR COLLEGE OF COMMERCE ECONOMICS ALUMNI ASSOCIATION was registered as a section 8 (non profit) company on 05 June 2018. The main objects are: 1. To promote interaction amongst current and past Alumni members, faculty and staff and between the Alumni and S. P. Mandali's R.A.Podar College of Commerce and Economics (hereinafter referred to as 'the College'). 2. To encourage, promote and facilitate education and research and other activities of 'the College'. 3. To create and maintain an extensive updated database of the ex- students and faculty of R A Podar College of Commerce Economics. 4. To solicit suggestions from the members for the development of the college and for providing a platform to the potential entrepreneurs and aspiring professionals who are either the existing students or the members. 5. To organise events in cultural, music and sports fields, with an objective to rekindle camaraderie among members.

5.4.2 – No. of enrolled Alumni:

103

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

335500

5.4.4 – Meetings/activities organized by Alumni Association :

The Board of Directors met 4 times during the year for official business. - There were several meetings of various Alumni groups (based on year of passing or other criteria like members of Podar Hikers Club, Marathi Mandal etc.) - Other activities were conducted like Entrepreneurship Cell and Competition

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1) Creation of committees : The college has created committees to design and implement different aspects of college activities and functions . Staff members are given an opportunity to choose and institute committees for smooth functioning of college activities . The committee members headed by a staff

member prepares the plan of action , the resources required and that would be mobilised by the committee.After presentation to the Principal and receiving approval , the committee implements the plans .The reports are submitted at the end of the academic year. The committee meets regularly to discuss the progress. One example of such a committee is the Estate management committee overlooking the maintenance of college property . Student activities are the best example of decentralisation in Podar. The Pro-in charge are facilitators for the forum. The students independently form their office bearers like secretary, joint secretaries, treasurer and members. The faculty then approves the appointment. The students plan the activities and events for the year. They identify the resource person, the source of revenue ie the sponsors for the event,. They draft all letters and MOU required to facilitate the logistics. They prepare the publicity material . They follow the procedures given by college . The students organise, conduct and host the events. They prepare the reports for the documentation . The students take up the responsibility of uploading the event details on the website. The website committee consisting of students give a glimpse to the decentralisation. The students keep a track of details conducted and reports uploaded on the website. The students do the follow up with the forum secretaries and ensure that complete event details are shared by the forum. 2) Functioning of the department : The Head of the department in our college gives the freedom to the members of the department to prepare the teaching learning program for the members independently.Uniformity or standardisation is not made mandatory .The department members are encouraged to use different teaching pedagogy.The department meetings are conducted regularly to update all members about practices by each of them .

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	It is necessary that the curriculum followed empowers the students to face the challenges of the changing social and economic environment. Since the college is an affiliated institution, the scope for a flexible curriculum is comparatively less. However, a few members of the faculty being a part of the curriculum development programme at the University of Mumbai contribute to the process of curriculum design. Feedback is also collected from current students so that their views also reach the appropriate forum responsible for framing the syllabus.
Teaching and Learning	Teaching and learning are the core activities at the college. The college management is committed to international standards in teaching, delivering benefits and opportunities to students. The policy identifies the following key elements which contribute to outstanding learning and teaching at the college. 1. Maintain academic

standards 2. Offer an inclusive and encouraging environment for learning and teaching, that recognises diversity 3. Integrate learning technologies into educational settings to increase student access and participation, and enhance student engagement. 4. Concentrate on student-centric teaching, and 5. Promote the link between teaching and research. Learning through field work, industrial visit. Enhancement of learning skills of the students through participation in different seminars.

Examination and Evaluation

For evaluation, the college strictly follows the University guidelines regarding internal assessment, class tests, assignments, projects and presentations. The Examination Committee headed by a chairperson conducts the examination in the college for all the programmes of the college. College has complimented traditional written examinations with project work assignments debates, group discussions, power point presentations, viva voce and seminar lectures.

Research and Development

The college administration is aware that the quality of education is highly dependent upon the quality of the teachers. The research orientation of the Podar faculty needed fine tuning as per the recommendation of the previous NAAC Committee. This issue was addressed during the post accreditation period. The motivation given by the Research and Development cell saw the permanent teaching faculty applying to the funding agencies like University of Mumbai and the UGC. Efforts were made to institutionalize consultancy services as the college conducted research on behalf of the Bombay Stock Exchange.

Library, ICT and Physical Infrastructure / Instrumentation

The R D room is located in the library. The well -structured and equipped Audio- Visual Room, wherein a Television Set, Laptop, LCD, CDs, Audio Cassettes, Videotapes and Tape recorders are housed. The A/V room is used by the students and teachers for their presentation, meetings. It is also used for screening of documentaries and webinar and conduct KEP sessions. The A/V Room accommodates 25 people at a time. Procurement of more equipment, teaching aids and books

	under CPE fund. Procurement of more desktop and laptop computers
Human Resource Management	<p>The institution has always granted duty leave to the faculty to attend any Staff Development Program: (Orientation, Refresher, Skill Up-gradation Workshops, etc.). All permanent faculties for whom orientation and refresher courses were mandatory have attended these courses organized by various Universities. The college reimburses their expenditure. The College also encourages faculty to attend various International, National, State level workshops, seminars and conferences. The management pays the registration fee for attending conferences and seminars. Arrangement of computer training programmes related to tally and MSOffice for non teaching staff by the management. Self appraisal of the teachers through maintenance of academic diary. Maintenance of Grievance redressal cell, ant ragging committee, sexual harassment committee. Appointment of a doctor for facilitating health check-up of teachers, nonteaching staff and students</p>
Industry Interaction / Collaboration	<p>The institute-industry interface is established by networking with alumni of Podar. The college has a rich source of alumni network. The expertise of alumni is used by inviting them to share their experiences with current students. Three forums of the college viz., Industrial Interface Forum (IIF), Career Guidance Forum and the Placement Cell constitute the Industry- academia interface mechanism. The IIF arranges lectures for students and faculty by Industry experts. The Career Guidance Forum arranges lectures, workshops and seminars on different career choices. These activities are arranged through the strong alumni network that the college has. The Placement cell strives to get the best companies to the campus and ensure maximum number of students can avail job openings. Industry experts and companies give feedback on the skills requirements and knowledge gap that exist. Companies (KPMG, NSDL) have selected student ambassadors to have an industry-academia connect.</p>
Admission of Students	Online admission include online payment facility. Admission is made

strictly on the basis of merit. Strict observance of Govt. rules for reserved categories

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

E-governance area	Details
Planning and Development	The college uploads the Academic Calendar on the college website. The syllabus with Evaluations scheme for each course in each program is also uploaded in the academic page at the beginning of the year. The notices are uploaded on the website for student activities and class instructions. All programs and reports are displayed on the college website.
Administration	Submission of retirement or CAS related documents are online. Initiative taken towards installation of new system and process in the library.
Finance and Accounts	Fully computerised office and accounts section Maintenance of college accounts through tally
Student Admission and Support	Online admission including online payment gateway. All important notices are uploaded on the college website.
Examination	Results are generated and displayed on the website.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Karishma Khadiwala	One day workshop on Revised Syllabus of TYBCom in the subject of Commerce (Sem V VI)	NA	300
2018	Ms. Sudarshana Saikia	One day workshop on Revised Syllabus of TYBCom in the subject of Economics (Sem V VI)	NA	300
2018	Dr. Vinita	One day	NA	300

	Pimpale	workshop on Revised Syllabus of TYBCom in the subject of Commerce (Sem V VI)		
2018	Ms. Sunita Panja	Overview on GST and revised syllabus of Financial Accounting	NA	400
2018	Mr. Kapildeo Indurkar	National Conference on Humanities, Environment, Commerce, Management and Technology : An Innovative multidisciplinary Approach	NA	2000
2018	Mr. Santosh Patil	Workshop on Rules and Regulations for Library Professionals	NA	400
2018	Ms.Sunita Panja	One day workshop on Revised Syllabus of TYBCom in the subject of Commerce and Accountancy (Sem V VI)	NA	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	State Level Intensive Training Workshop on University Grants Commission	NA	02/03/2019	02/03/2019	61	10

	(Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015					
2019	Implementation of autonomy	NA	03/04/2019	03/04/2019	42	24
2019	Vision for an Autonomous Institution	NA	10/04/2019	10/04/2019	40	Nil
2019	Rules and Regulation under Autonomy	NA	11/04/2019	11/04/2019	41	Nil
2019	"Rubrics as an evaluative tool"	NA	23/04/2019	23/04/2019	42	Nil
2019	Role of FINTECH in emerging financial markets in India	NA	05/03/2019	26/03/2019	24	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Training	1	09/10/2018	14/12/2020	5
Refresher Course	1	05/03/2019	26/03/2019	21

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
4	4	5

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: The accounts of the college are audited annually by internal auditor and a statutory auditor. M/S. Yashwant Anil Rajeshree and Associate is the internal auditor and M/S. D. Y. Ranade and Co. is the external auditor. The parent body appoints the auditors. The observations given by the auditors are duly complied with. Internal Audit is conducted by the Management regularly. The internal audit is seated in the college office with his team of audit clærks. The college accountant is available to provide all supporting documents when requested by the audit team. The audit inspection is completed within the time frame .The auditor meets the head of the institution from time to time during the audit jobs to update and seek more information required. The report is shared with the Principal on completion of the audit. External Financial audit: External Audit is conducted by State Government Authorities. Both internal and external audit scrutinize the income and expenditures of the Institution carefully. Important income sources of the college are as follows: Grants by U G C and State Government. Fee sources like – Sports fee, Cultural Activities fee, Application fee, Identity Card fee etc., Scholarships by the Government, Nongovernment organizations and philanthropists Funds from N S.S, Red Cross etc., Bank Loan if necessary. The same process like he internal audit is followed for external audit as well. The office officials provide all document which thw audit teams seeks information about .

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Mr. Kamlesh Vikamsey	21000	College Development
View File		

6.4.3 – Total corpus fund generated

21000

6.5 – Internal Quality Assurance System

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

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

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

Though the College does not have a registered parent teacher association as such, there are various instances in which the College reaches out to the parents as follows:Interacting with the parents during the admission

counselling and students' admission certificate verification. An undertaking is given by the parents after reading the details in the Parent and Student Declaration form. On the first day of the Students' Induction Programme. The parent can meet the teachers, HoD, Principal on any working day. Parents are also the members of the IQAC under the stakeholder's category. Feedback is received from the parents on curriculum and related aspects.

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

The College believes in providing a conducive environment for working for both teaching and non teaching staff. some of the development programmes for the support staff are: 1. Wellness programme 2. In-house counselling facilities 3. Welfare funds

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

1. Establishment of RAPAA(R.A.Podar College of Commerce and Economics Alumni Association) 2. Submitted proposal for autonomy 3. Submitted proposal for College with potential for excellence.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Online Admission process	30/05/2018	30/05/2018	30/06/2018	900
2018	Lecture series	28/07/2018	Nil	Nil	185
2019	TEDxRAPODA RCOLLEGE	12/01/2019	12/01/2019	12/01/2019	175
2019	Training to ICC members	02/03/2019	02/03/2019	02/03/2019	71

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Exhibition of Art and Literary work on theme Equality and	08/03/2019	08/03/2019	20	7

women Empowerment				
R. A. Podar College in collaboration with ICAI organizes a certificate course on GST for female students.	21/07/2018	22/07/2018	80	10
DLLE conducted a training session for the student members guiding their research on the topic "Status of women in the society" which was followed by students surveying the public at large	31/08/2018	31/08/2018	200	55
Self Defense Workshop	27/09/2018	27/09/2018	65	Nill
Session with a Gynaecologist	22/01/2019	22/01/2019	20	Nill
Hygiene programme for BMC School Students	22/01/2019	22/01/2019	250	Nill
DLLE menstrual hygiene awareness and sanitary napkins distribution for rural children	14/01/2019	14/01/2019	28	Nill
International Women's Day Celebrations	08/03/2019	08/03/2019	60	5

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

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

The College library is powered by solar energy. College students have been taking efforts to create environment consciousness in society by teaching young students to make paper bags and distributing the paper bags at the local markets like Matunga and Dadar. Efforts are undertaken to make college plastic free. The kitchen waste from the college staff canteen is added to the compost pit .The compost pit is used to produce manure for college garden.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	3
Rest Rooms	Yes	2
Scribes for examination	Yes	14

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/07/2018	1	Tree plantation at college premise	Awareness of environment consciousness	110
2018	Nil	1	05/06/2018	1	World Environment Day	Awareness of environment consciousness	25
2018	1	1	17/06/2018	7	Beach Please - Beach Cleanup	Civic Responsibility	66
2018	1	1	07/07/2018	7	Vanmohatsav Week	Awareness of environment consciousness	25
2018	1	1	08/07/2018	1	Vajreshwari Book Donation	Care and concern	17
2018	1	1	21/07/2018	1	Paper Bag Distribution	Awareness of environment consciousness	127
2018	1	1	21/07/2018	1	Plastic Ban	Awareness	11

					Street Play	of environment consciousness	
2018	1	1	29/07/2018	1	Sion Fort Clean-Up	Civic Responsibility	59
2018	1	1	07/09/2018	1	Blood Donation Camp	Importance of blood donation	67
2018	1	1	17/09/2018	7	Crowd Controlling Activity During Ganeshotsav	Civic Responsibility	18

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	31/05/2019	College Prospectus : The college publishes the prospectus each year before enrolling the First year Degree college students. The prospectus comprises of salient features of the college viz location , college timings, academic programs offered , code of conduct ,discipline for students and about college activities .The prospectus is uploaded on college website .The college management and staff monitor the discipline among students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mind-storming by Chinmaya Mission	11/08/2018	11/08/2018	23
Workshop on Time Management	13/08/2018	13/08/2018	15
Lecture Session on "Building emotional strength through the teachings of Ramayana"	06/10/2018	06/10/2018	23

Movie Screening on Social Skills for Youth	08/10/2018	08/10/2018	65
Dance and Movement Therapy	09/10/2018	09/10/2018	25
Talk on Digital Addiction Cyber Bullying	10/10/2018	10/10/2018	45
Workshop on Conflict resolution	10/10/2018	10/10/2018	23
Session for designing a vision board	11/10/2018	11/10/2018	23
Lecture Session on "Overcoming obstacles and conquering life"	14/01/2019	14/01/2019	23
State Level Intensive Training Workshop on University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015	02/03/2019	02/03/2019	61

[View File](#)

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

1. E waste bin placed at the entrance of the college- The college has been provided E waste bins by the local authorities BMC and a private firm .The waste is collected at the end of each quarter by the firm .
2. Solar panels to power the library- The college has installed the solar panels to power the college reading hall and college library.
3. Compost pit to prepare manure for college garden- A collaborative effort of the NSS unit and Nature Club of the college, is maintained completely by the students. They have been trained by experts in compost pit.
4. Promotion for the use of Paper bags in the local market area (Matunga and Dadar)- The students of the BMS department and NSS Unit made paper bags using newspaper and visited local markets like Dadar and Matunga markets. They educated the people visiting the markets about the hazards of using plastic bags .
5. Bottle for change : Recycling of plastic bottles in collaboration with Parle (Bisleri water bottle factory)- This Project was undertaken by the NSS unit aim collaboration Parle (Bisleri bottle water factory).The college has been recognised by them for being most active in this area.The students collect the used bottles and send it to the factory .

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Name of the Practice Capacity building of students for nurturing all-round growth through college forums . 2. Goal In accordance with Podar's vision for creating all-round personalities allowing the students to explore their own potential to the best extent possible, the college has always supported and encouraged student activities aimed at providing the same. It is also however noted that rather than placing everything for the students to consume directly, it is better to allow them the freedom to build for them a structure that improves and enhances the personalities of the students present and future. 3.

The Context In today's world where a good academic education has become increasingly crucial and almost impossible to survive without, there has been a constant negligence of other activities cultural and of other kinds that are essential to create a society of individuals of different kinds and giving it the variety that makes it rich and its culture intense. However, while nourishing such talent it should be understood that a spoon-feeding mechanism cannot work. It would only stifle creativity and end up being self-defeating. To inculcate all-round growth it is also important that the students learn to manage, organize and execute such activities that they also gain a lesson in team-work and management skills. Accordingly the practice has been designed. 4.

The Practice The college has a huge number of forums that allow students to undertake whatever means of self-expression they find best suited to themselves. There is the Artists' Guild for enhancement and improvement of drama, dance and music amongst the students. It also on various occasions hosts various guests from the world of the fine arts. The college hosts intercollegiate festivals like Enigma, Moneta, Rostrum Spectrum, Hunar, Hryturang and Mock U.N models competitions, all conceived , organized and implemented by students. The faculty are just facilitators for the students .

Besides, there are forums with a more academic bent such as the various literary forums, the Speakers' Academy and the Group Discussion Cell. Literary Circles and their events catering to the practice and propagation of languages like English, Hindi, Marathi, Gujarati and Tamil are very popular. The Speakers' Academy and The Group Discussion Cell prepare students for public speaking and hone their debating-skills. Students from Podar have won the prestigious A. D. Shroff Memorial elocution conducted by the Forum of Free Enterprise a number of times. Besides there are a number of intra-collegiate events which train students in voicing their opinions and are extremely beneficial to them when they appear for interviews for placements. Rostrum Spectrum is a literary festival which takes this fervor to the inter-college level. The various forums are funded by the college and hence have to budget their activities through the year. While this is good training for the committee members, it also places certain constraints on the size of activities or events conducted. This practice is purely extra-curricular and outside the classroom. It aims not at creating rankers but at creating personalities that shine outside their report cards. Sometimes it is not possible to put the improvements on paper but the aim of Podar has never been to improve its statistics. It has always been all-round growth amongst its students and rich academic and cultural environment. 5. Evidence of Success The success of the practice can be gauged by the various achievers Podar has created. It is also seen in the diversity in the student force and their involvement in activities beyond books and examinations for reasons other than results. It is also believed that a healthy exposure to culture and sports broadens the mind and improves one academically. That Podar has performed well in academics as well as in other sphere of the society can be attributed to this commitment of the college to foster all-round growth. Various students from Podar have represented the state or the nation or attended international schools and institutions and are a matter of pride for the college and the society. 6.

Problems Encountered and Resources Required As all forums are financed by the college it has occasionally been a bit difficult to extend activities beyond the college and foster a more competitive environment by involving other colleges. However time and again at such occasions sponsorship from various means and sources has saved the day. The only true problem encountered in an activity of such kind is a lack of spirit or passion amongst the students or the college authorities. The college is proud to say that it has never been wanting in the former and never shall be in the latter. 7. Notes The one thing that is paramount in an activity of this kind is freedom. Interference only defeats the objective. If all-round growth is to be achieved then it must also range the matter of organizing and executing. Besides, students connect and work with each other much better than they would do with others. This must always be kept in mind while conducting a practice of this kind. Also, the scope should be as broad as possible, encompassing any and every sphere of learning and expression that any and every student has an interest in. 2. NAME OF THE PRACTICE: Exhibition on Environmental Studies GOAL: At Podar, we believe in nurturing intellect and creating personalities. Reading a subject will make a student knowledgeable but what makes him responsible and aware is a thorough understanding of that subject. To bridge the gap between theory and practicality through experiential learning, the College decided to host an exhibition wherein students come together to present current environmental issues and their viable solutions. THE CONTEXT: The fast-paced 21st century is witnessing a constant race for resources and depleting green cover. Environmental degradation has become our harsh reality, as we see the sources of our necessities reducing at an alarming rate. As part of the curriculum, the students do learn about Global Warming and other environmental problems. However, the College wanted students to understand the seriousness of the issue at hand and become smarter citizens for a better tomorrow. Paving a way for the same, this idea of an Environmental Studies-based- exhibition was born. After all, "We do not inherit the Earth from our ancestors we borrow it from our children". THE PRACTICE: As a part of the process, the students of each division were divided into two teams. Each team got a topic based either on the current relief features of our planet or an environmental issue (such as pollution). The challenging task for the students was to make the project out of waste or recyclable products and make the 3-D models as eco-friendly as possible. This was done to promote a better understanding of the idea of sustainability. The students were also required to provide a brief explanation of their topic and its relevance in the current age. The exhibition was conducted over a span of two days with College students as attendees on the first day and school students on the second day. EVIDENCE OF SUCCESS: During the exhibition, we saw that the students showed a keen interest in knowing more about the topics. The students became more environmentally responsible and here, their actions spoke louder than their words. Over a period of the next few months, there was an increase in the number of environment-friendly activities that had taken place within and outside the College premises. As part of their projects, students chose to make cloth bags in order to distribute those among the shopkeepers in their vicinity to reduce plastic waste. Further, plastic waste recycling projects, tree plantation drives, cleanliness drives, etc were conducted. Even during the various fests in College, the students chose to make the best out of waste and reuse materials smartly. In addition to this sense of social responsibility, the exhibition and its research phase provided a platform to the new-comers to bond with each other. This instilled a sense of unity in them, which is evident during the various activities that are being conducted. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Although the exhibition was a massive success, it did have few shortcomings. Due to the unanticipated large crowd, it became difficult for the volunteers to cater to the attendees. Furthermore, in order to convey the importance of the topics the volunteers are required to spend some time with

the attendees. This was slightly challenging for the volunteers as they only got a short period of time to communicate their points, which was not sufficient.

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

<http://rapodar.ac.in/igac.php>

7.3 – Institutional Distinctiveness

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

'Samaani va akooti samaanaa hridayaa ni vaham' (We are one in mind and one in heart) is the Vision statement pronounced by the founders of the institution. 'Na hi gnyaanen sadrasham pavitra miha vidyate' (there is nothing in this universe as pure as knowledge) is the mission statement. The vision of the institution is propagating equality and removing discrimination and divisive forces by educating the youth. 'Samaani va akooti samaanaa hridayaa ni vaham' (We are one in mind and one in heart): Live and let others live. The vision statement is the underlying philosophy of the institution while conducting the academic programmes and other activities. The college propagates the culture of unity in diversity. It aims to provide equal opportunities irrespective of caste, creed, colour, religion or region. The visionaries found 'Knowledge' as the source where education should begin and end. The mission of the Institution is to spread knowledge, nurture intellect and create personalities. The staff and the management believe in the vision and mission stated above and nurtures young minds into responsible human resources. The colleges uphold the core values of humanity, co-operative spirit and equality in letter and spirit. 'Podar Culture' has earned a distinctive identity as Podar students are perceived as responsible, committed and resourceful by the society and the stake holders. The popular attributes of Podarites are 'grounded, humble, empathetic and compassionate'. The college has always believed in sharing knowledge and NON discrimination. The college has been student centric in its approach. There is space and facility for each student to realise their potential. The college management, faculty and staff are always accommodative towards the students. The students participating in sports and cultural activities are mentored and guided by their coaches and class mentors. Arrangements are made for special lectures are conducted for students who have missed their classes on account of their sports and cultural events and competitions. Students who are slow learners and differently abled are facilitated with remedial coaching. The faculty spends time after regular lecture hours to guide such students. The college counselor counsels the students and boosts their morale. Special sessions are held with such students to enhance their self esteem. The college office makes all efforts to ensure that the deserving students can avail the government and non government scholarship facilities. The advanced learners are encouraged to take up challenging projects. They are also encouraged to enroll for professional courses like Chartered accountancy, Company secretary and appear for actuarial examination. The students are awarded prizes, trophies, medals and certificate for their meritorious performances in academics, sports, cultural events and competitive examinations on the Annual Prize distribution day. Principal's Special award is one such example for student who excel in different fields.

Provide the weblink of the institution

<http://rapodar.ac.in/index.php>

8. Future Plans of Actions for Next Academic Year

The committee suggested in their discussion that since the college would be implementing Academic Autonomy in the year 2019-20, most initiatives should focus on the implementation of autonomy and the related preparation and processes. The committee suggested a series of workshop on teaching pedagogy and evaluation for faculty members. The focus was on engaging with peer colleges while organising the workshops. The committee unanimously agreed on conducting the workshops on Blooms Taxonomy. The significance of Student induction program was also discussed at length .To familirize the students and parents with the new scheme of Autonomy , an Intensive orientaion session and the sries of sessions of Student induction program were designed. To strenthen the mentor-mentee realtionship , faculty members were asked to coordinate with their mentees through social media, class interactions and emails. The concept of Team leads was introduced to the faculty and students. This would help build a strong network between the faculty and the students as well as between the students. The committee also discussed the introduction of the mandaotry certificate course on Value education and Yoga. Arrangements were made to appoint a qualified Yoga instructor for the same. The credit courses committtee was consituted . The faculty members were encouraged to design and implement Skill and ability enhacement course . The college took the initiative of establishing the Extra curricular Committee for awarding ECC points. The college was also concerned about the differently able students and slow learners . Hence The Inclusive cell was consituted . The challenges and concerns of the differently abled would be the focus area of this cell .The faculty in charge planned to use the buddy system wherin the differently abled students were to be guided by a group of budies assigned to them. The committee discussed exhaustively the methodology of internal and continous evalation. The Principal suggested that each deaprtment design the nature of internal assessment and the methodology in conducting the assignment . The departments were given the freedom to be creative in the planning of projects and class test . The importance of Higher order questions were also highlighted . This would serve as a motivator for the academically advanced learners. The committee strongly believed that the learning enviornment has to be student centric. The college should be able to serve the needs of all students. Autonomy was not just to draft new syllabus but to br sensitive to the needs of the students, Some of them are listed below :

- To conduct a series of workshops and seminars on autonomy for various stakeholders.
- To conduct workshops on Teaching pedagogy and curriculum development.
- To encourage faculty members to develop and conduct various skill enhancement courses
- To conduct review of question papers by experts from peer colleges
- To institute an inclusive cell for the differently abled students.
- To develop the Extra curricular credit point process for enhanced student participation
- To conduct ICC training for teaching and non teaching staff members
- To continue with wellness programs for non teaching