



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

## **PRAHLADRAI DALMIA LIONS COLLEGE OF COMMERCE AND ECONOMICS**

**SUNDER NAGAR, S. V. ROAD, MALAD (WEST)  
400064**

**[www.dalmialionscollege.ac.in](http://www.dalmialionscollege.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

The Lions Club of Malad-Borivali, an international social organisation realized the necessity of establishing a Commerce College in the western suburb of Mumbai-Malad in 1972 to cater to the needs of the society. The vision envisaged by the stalwarts of the Club was finally converted into reality and the foundation stone of the college was laid in April, 1972, with a handsome donation from the Dalmia family of Prahladrαι Dalmia Charity Trust. Within a record period of 100 days the college building was completed. The college was inaugurated by Mr.T. K.Tope, the then Vice Chancellor of Bombay University.

We have completed 50 glorious years in Excellence in Education. The Institution that started with 450 students has today become one of the premier institutes in the western suburbs. The College endeavours for academic excellence and promotion of co-curricular and extra-curricular activities that promote resilience, creativity and leadership qualities among the students. The College lays great emphasis on inculcating in its students the importance of ethics, hard work and commitment to excellence.

The College endeavours to groom its students as icons of tomorrow, potentially contributing to Commerce trade, industry and management. The College inculcates character building qualities like discipline and punctuality in the students. It provides a platform for students to organize various sports and cultural events to participate in various intercollegiate events and to achieve excellence in extra-curricular activities.

The College has an exceedingly committed staff. With the able leadership, Principal, Prof. (Dr.) Digambar N.Ganjewar acts as a source of inspiration for the staff to maintain high morale while performing their duties based on the parameters of excellence.

The College is progressing and has Professional Programs like – BSc-IT, Bachelor of Management Studies, B.Com (Banking & Insurance) BI, B.Com (Accounting & Finance), B.Com (Financial Market), B.Com (Investment Management), BA (Multimedia and Mass Communication), M. Com and Ph.D.

The college has value added courses - SWAYAM – NPTEL Value Added Courses and courses from Career Katta for skill enhancement of students.

The NCC unit of the college is very active and Eleven students have joined the Indian Army and made us proud.

### Vision

*‘To groom the students as icons of tomorrow, potentially contributing to commerce, trade and industry; progress and development of the society, keeping in mind, at the same time, the values of humanity and social responsibility.’*

## Mission

*‘Providing quality commerce education, using innovative teaching methods and ensuring holistic development of students who will serve through value-based business practices.’*

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Visionary Management supporting NEP 2020 through every educational process with pursuit of excellence.
- Olden Institute with 50 years recognition as Academic Excellent Ambience in Mumbai Suburbs in the Faculty of Commerce.
- Renowned as "Dalmia College" for the last Five Decades.
- Excellent teaching- learning environment and healthy work culture in the campus
- Proper implementation of planned curriculum with a double-blind system in place that monitors the entire teaching learning process.
- Airconditioned ICT enabled classrooms with focus of Smart Boards.
- Huge Collaborations with NGOs
- Strong community based activities in collaboration with Parent body and Leo Club fully supported by the Management.
- Known for co-curricular and extra-curricular activities in exhuberence.
- Excellent Quality initiatives by IQAC.
- An efficient ERP software for effective e-governance
- Recognised and approved Research Centre
- Award Winning Status for Extension Activities.
- Excellent Results of Students
- Well Qualified Staff.
- Excellent in Awards in Sports and Cultural Activities.

### Institutional Weakness

- Limited Space due to high profile status of geographical area in Mumbai Suburb
- Unable to recruit required Non-Teaching staff due to government restrictions
- No permission for recruiting Teaching staff for the last five years from Government
- No aid from Government towards non-salary expenditure

### Institutional Opportunity

- Diversification of education through Self-Financing Programmes
- Consolidating linkages with Industry for training and placement purpose
- Making use of the Strong alumni base for academic purpose
- Strategic location of the college as it is close to both Malad and Goregaon railway station and is well

connected by road as well as the metro – Lower Malad is close by.

- Strengthen research for both students and faculty by collaborating with agencies to conduct research
- Student and faculty exchange programme
- Scope for increasing post graduate programmes

### **Institutional Challenge**

- To enhance the students with their holistic development
- Mentoring of students on a one to one basis
- To get a big campus and playground in Mumbai.
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## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college is affiliated to the University of Mumbai and follows the curriculum prescribed by the University. Choice Based Credit System (CBCS) has been implemented at the University. However, Institute offers a varied range of course options catering to diverse sections of learners where in it offers 8 UG, 2 PG and 3 Ph.D.programs and 28 Certificate courses and value-added course imparting knowledge and transfer of life skills for the learners. Institute has strategies of an Academic calendar which is strictly followed as per university guidelines to complete the tasks of teaching and evaluation successfully. The institute has advanced ICT technologies to make teaching and learning more innovative and engaging. Experiential Learning opportunities are provided by reputed academicians and industry persons to undertake field trips, industrial visits, guest lectures, and training workshops. About 11679 research projects and internship are undertaken every year. The program and course outcomes are structured in accordance with university rules and guidelines, and attempts are made to achieve the outcomes in accordance with the academic needs of the learners. The college offers 30 Hrs Add-on courses, and Certificate courses like some skill development courses, Time management courses to enhance the learning experience, promote holistic development, and empower students to succeed in their academic and professional pursuits. The institution has a mechanism in place to ensure value-based holistic development of students and to sensitize students to cross-cutting issues relevant such as gender, environment and sustainability, human values, and professional ethics. Apart from the curriculum, the institution made a concerted effort to transmit knowledge of each of the cross-cutting concerns through activities outside of the curriculum. The institution focuses on Continuous Internal Assessment (CIA) of students, which is accomplished through internal examinations, assignments, class activities, presentations, group discussions, bridge courses, and remedial sessions for slow learners. Preparatory examinations are often held in college as a practice for final exams. The Institute approaches stakeholders for their input on the curriculum, and the analysis of the feedback. Stakeholder suggestions are also implemented through many enrichment programs at the Institute, and the effectiveness of these enrichment programs is evaluated.

### **Teaching-learning and Evaluation**

The important aspect in teaching learning process of this institution is the ability of its teachers to create eagerness, ignite passion and generate inquisitiveness among the students. Teachers are deputed to participate in conferences, seminars and symposia, orientation and refresher courses to enhance their teaching skills and make

it more innovative and effective. Counselling of Students is done at the entry level. The admission process is followed by academic calendar which facilitates students for participation in various curricular and co-curricular activities. Guest Lectures are conducted by eminent personalities from various fields. Internal Quality Assurance Cell of the College supported by all faculty members monitors all the curricular, co-curricular and extra-curricular activities in the college and they ensure to provide all the necessary support to teachers and students for better teaching and learning processes. The College has **5130** seats sanctioned across the courses in the Academic Year 2021-2022. We have 02 post graduate and 8 undergraduate and 3 Ph.D Program. The institution observes the reservation policy as laid down by the Government of Maharashtra in the admission process. Slow learners are identified from the semester results and Teacher observations during lectures. For Slow learners, Remedial coaching sessions were organized through Student Mentoring. Student-centric activities like visits, workshops, student seminars, student's research conferences, film festivals, role plays; exhibitions, etc are regularly organized by the departments for enhancing the learning experiences of students. During Covid-19 Pandemic the teaching-learning and evaluation process was conducted through online mode. In the year 2021-22, A total of **49** Full-Time teachers were appointed as Mentors against **5130** students. The college has a robust and transparent mechanism of Internal assessment and a well-established examination related grievance redressal mechanism. All the process of examinations are observed through the Examination Policy of the Institute. The Program Outcomes and Course outcomes are displayed on the college website and discussed by the respective teachers during lectures at the starting of the Semester. Attainment of course outcome is calculated by mapping the COs, POs and PSOs. During the last five years, the average pass percentage of students in final year examinations is 90.06.

### **Research, Innovations and Extension**

The College has a well-defined policy for promotion of research for faculty and students. It has a recognized research centre by University of Mumbai in the subjects of Business Economics, Accountancy and Commerce to carry research leading to Ph. D Degree. There are four research guides and a total of eighteen research students enrolled under them. Teachers are encouraged to undertake quality research in emerging areas and attend national/international forums. Faculty members are engaged in minor research projects funded by University of Mumbai. An ecosystem is created for transfer of knowledge through workshops on research methodology, entrepreneurship and IPR. Teachers have publications in conference proceedings, books, peer review and UGC Care journals. One of our teachers was granted patent on – “Analysis of Human Resource Management Accounting Practices and its Implications in India” registered with Office of the Controller General of Patents, Design and Trade Marks. The college organizes extension activities through its extension units - NSS, NCC, Department of Lifelong Learning & Extension (DLLE), Students' Council, Disaster Management Cell (DMC), Equal Opportunity Cell (EOC) and Leo Club with an inherent aim of bringing about holistic development of students. The extension activities are planned in a way to sensitize students to socio-cultural-economic realities of the community. The college organizes awareness programmes, tree plantation drives, blood donation drives, re-cycling drives and beach cleaning drives. Flood Relief Operation was conducted at Patharpunj and Chiplun and a total relief material worth Rs. 4,08,000 was collected due to generous contributions from management, teachers, students and neighbouring community. Food items, kitchen accessories, medicines, toiletries were donated in flood affected areas. Mega Donation camps and medical camps are organized in adopted villages- Osarvira and Tandulwadi, Palghar District with the assistance of Lions Club of Malad-Borivli. The extension units of the college have received awards from NGOs, Gram Panchayats, University of Mumbai for their contribution to social activities. In the last five years, the college signed MoUs with NGOs and other institutions. These collaborations provide opportunities for extension and innovation, internships and career goals, and research and development. Efforts are made to establish enriching and meaningful collaborations with academic and non-academic institutions.

## Infrastructure and Learning Resources

The institution provides robust infrastructure and facilities to support the teaching-learning process:

1. **Safety & Surveillance:** The campus is monitored 24x7 via 74 CCTV cameras and 4 DVRs.
2. **Classroom & Office Facilities:** 37 classrooms support UG and PG courses. 21 of these are air-conditioned, and all are equipped with LCD projectors, audio & LAN. The Principal's office boasts an array of facilities, including air-conditioning, Wi-Fi, LED TV for CCTV monitoring, and more. There are three air-conditioned staff rooms, and the college office is well-equipped with 20 computers, 6 printers, and communication systems.
3. **Special Rooms:** The campus has dedicated spaces like an IQAC room, Examination room, Seminar Hall for 155 people, Mini-conference room, Gymkhana, and a Cultural room.
4. **Library:** An open-access library with a vast collection, including 32,000 books, 10 Ph.D. theses, and 884 CD-ROMs. It's automated using Koha ILMS software and offers a digital platform with 6000+ e-journals and 8,00,000+ e-books via N-List.
5. **Library's Digital Initiatives:** During the pandemic, the library initiated services like 'Digital Book Shelf' and Google Classroom alerts. It also provides a range of specialized services, including e-mail alerts for new periodicals.
6. **Lab Facilities:** The computer lab houses 90 computers, while the language lab has 20. Both labs have necessary peripherals like printers and scanners.
7. **Outdoor & Recreation:** A spacious canteen, Gymkhana equipped for indoor and outdoor games, and a Cultural room promote extracurricular activities.
8. **Additional Facilities:** These include Vice Principal's cabins, various cells like Research, Health, Placement, NSS, NCC, DLLE, and others. Multiple store rooms, restrooms, biometric systems, water purifiers, and fire safety devices enhance the campus's utility and safety.
9. **IT Infrastructure:** The College boasts 160 computers, many equipped with advanced i5 microprocessors and modern OS. The bandwidth service was recently upgraded to 60 MBPS. There are also 39 LCD projectors, 38 speakers, 3 Smart TVs, and other ICT tools that facilitate advanced teaching methodologies. High-capacity printers and a biometric attendance system enhance operational efficiency. Specialized kits for Bsc IT students and Wi-Fi facilities with a bandwidth of 60 mbps are also available
10. The college spends adequate amount on infrastructure augmentation and maintenance of physical facilities.

## Student Support and Progression

Prahladrai Dalmia Lions College has always been a student-centric institution. Student mentoring and support has been a primary focus of our college. Every class has a teacher assigned for mentoring and counselling the students. During their course of study, students can avail of a number of services for attaining academic growth, career guidance, taxation and finance, language and communication, extra-curricular activities, co-curricular activities, cultural activities and sports. The orientation undertaken by class mentors provides necessary information for students on all aspects of campus life. All the departments and different associations under the aegis IQAC provide an opportunity to the students to interact with eminent academicians, reputed businessmen, leaders from the industry, eminent sportsmen and all distinguished personalities from different walks of life. Students can make use of the central library for reading, studying, for use of computer and internet services for browsing. The Equal Opportunity Cell along with Freeship and scholarship section provides information on

various financial support schemes related to welfare of SC/ST/OBC/NT students and students from poor and marginalized communities. Special lectures are organized for dissemination of information about financial support, and other ancillary services for such students. The Placement Cell coordinates with in-house students and business organizations for campus recruitment.

Our institution provides special emphasis on overall growth of our girls students. A girl student can address their grievance to Women Development Cell (which also deals with cases of sexual harassment), Grievances Redressal Cell, Internal Complaints Committee and Anti-Ragging Committee through a well defined and structured mechanism and are recommended to professional counselors if needed. We are fortunate that our institution has a Qualified Doctor now working as a Qualified Teacher who provides immediate medical assistance to students in distress.

The Physical Education Department provides avenues for sports and games. Our sportsperson are true ambassadors of our college. They brought glory to the institution by winning at National level, State level and at competitions organized by Universities throughout India. Students actively participate in extension activities through NSS, DLLE, NCC, Students' Council, Disaster Management Cell, and Communal Harmony Cell.

## **Governance, Leadership and Management**

### **Institutional Governance and Leadership and Institutional Perspective Plan:**

The Vision, Mission and Motto of College proves to be a guiding light in the smooth functioning of Institution and provide direction for actions to enhance the value of education imparted by the college. Decentralization, Transparency and Participative nature of management in the decision making and the conduct of processes display the institution's culture that values freedom of expression, an encouraging environment for all to participate and share innovative ideas. The Institution has a well-defined organizational structure with hierarchical relationships of authorities and responsibilities. Recognizing the importance of technology in modern education, the institution has embraced various e-governance services. These technological tools play a pivotal role in streamlining processes, enhancing communication, and contributing to the overall efficiency of the institution's operations. This strategic incorporation of technology further exemplifies the institution's commitment to embracing contemporary trends and ensuring a forward-looking approach to education management.

### **Faculty Empowerment Strategies:**

Faculty empowerment strategies are **methods or practices** that aim to enhance the **professional development, competence and autonomy** of faculty members in higher education institutions. They can include **training, retraining, mentoring, feedback, incentives, recognition, participation and collaboration**. They are important because they can **improve the quality of teaching and learning, increase the motivation and satisfaction of faculty members, foster innovation and creativity, and support the digital transformation of education**.

### **Financial Management and Resource Mobilisation:**

Being a responsible education institution our college conducts statutory internal and external audit with the help of Ira consultants and S.S Goenka & Associates respectively. For effective financial mobilization we formulate

financial policy every year. The institution maintain transparency in accounts all the documentation related to finance is done religiously and punctually.

### **Internal Quality Assurance System:**

The IQAC Department of our college contributes significantly for institutionalization quality assurance. It systematically maintains quality culture in departmental plans, teaching learning process, Departmental meetings, result analysis and students feedback.

In addition to this IQAC has also done collaborative activity with DTSS College to enhance cordial relations and to grab exemplary opportunities for the betterment of our students.

### **Institutional Values and Best Practices**

'Prahladrai Dalmia Lions College of Commerce and Economics' has conducted several workshops, seminars talks and conferences on Gender related issues such as Prevention of Sexual Violence, Self-Defence, You, Me, and Sexuality', 'Sexual Harassment Prevention' and intercollegiate 'Conference on Gender Sensitization' and an intercollegiate 'Student Research Conference on Women's Empowerment'. And 'Women Entrepreneurship'. The counsellor Dr. Trupti Bharach helps students with issues related to mental health. The college has installed a sanitary pad disposal bin, a separate library section for women, and a Ladies Common Room, a female security guard for women in the campus. Energy and water conserving initiatives are in place and the college boasts of a green cover, a rarity in the urban setup. Audits are conducted to maintain the eco-friendly environment of the institution. Our website is disabled friendly and other initiatives for a barrier free environment are in place. The institution endeavours to provide an inclusive environment by sensitising students to various issues and empowering them with an understanding of constitutional obligations values, rights, duties and responsibilities. Cells such as Inclusion Cell, Women Development Cell, Counselling Cell help in sensitising initiatives. The Bhasha Sahitya Sabha (Multi Lingual Literary Association) conducts various activities to bring an awareness and appreciation of cultural, regional, linguistic diversity. The Communal Harmony Committee has been proactive in creating an awareness regarding issues relating communal harmony. The institution has several Best Practices such as Road to Employability – Mock Interview Sessions, Entrepreneurial Premiere League, The Entrepreneurial League, Buddy Learning: Best Practice of Department of Accountancy, The Dalmian Community Project: Reaching out to Tribal village – Osarvira, Palghar District, 360 Degree Feedback, Anaj Dan – Ek Mutthi Anaj, Student Research – Conference by the students, for the students, Learning by doing: Reaching out to NGOs – Old Age Home, Orphanage, Special Homes, etc. which are continued every academic year. Our forte is social outreach. One of our Core values includes "Each one Reach one". All our projects and activities centre round this core value and each student and staff tries to reach out at least to one person who is under privileged and marginalised. In this lies our distinctiveness.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	PRAHLADRAI DALMIA LIONS COLLEGE OF COMMERCE AND ECONOMICS
Address	Sunder Nagar, S. V. Road, Malad (West)
City	MUMBAI
State	Maharashtra
Pin	400064
Website	<a href="http://www.dalmialionscollege.ac.in">www.dalmialionscollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr. Digambar Narsingrao Ganjewar	022-35115004		-	
IQAC / CIQA coordinator	Emelia Noronha	022-35112985	9819202132	-	emelian@dalmialionscollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Maharashtra	University of Mumbai	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	26-04-1976	<a href="#">View Document</a>
12B of UGC	26-04-1976	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Sunder Nagar, S. V. Road, Malad (West)	Urban	1.43	3158.88

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	HSC	English	432	315
UG	BMS,Commerce	36	HSC	English	612	520
UG	BCom,Commerce	36	HSC	English	2160	2106
UG	BCom,Commerce	36	HSC	English	216	166
UG	BA,Commerce	36	HSC	English	360	295
UG	BSc,Commerce	36	HSC	English	216	191
UG	BCom,Commerce	36	HSC	English	180	138
UG	BCom,Commerce	36	HSC	English	612	504
PG	MCom,Commerce	24	B.COM	English	120	39
PG	MCom,Commerce	24	B.COM	English	280	136
Doctoral (Ph.D)	PhD or DPhil ,Commerce	36	MASTERS	English	10	10
Doctoral (Ph.D)	PhD or DPhil ,Commerce	36	MASTERS	English	4	4
Doctoral (Ph.D)	PhD or DPhil ,Commerce	36	MASTERS	English	4	4

### **Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				5				17			
Recruited	2	0	0	2	1	4	0	5	6	4	0	10
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				42			
Recruited	0	0	0	0	0	0	0	0	16	26	0	42
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				44
Recruited	15	8	0	23
Yet to Recruit				21
Sanctioned by the Management/Society or Other Authorized Bodies				23
Recruited	15	8	0	23
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	0	2	0	4	2	0	10
M.Phil.	0	0	0	0	1	0	0	0	0	1
PG	0	0	0	1	1	0	1	3	0	6
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	15	25	0	40
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>	<b>Others</b>	<b>Total</b>
		10	7	0	

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2136	10	0	0	2146
	Female	2064	15	0	0	2079
	Others	0	0	0	0	0
PG	Male	63	1	0	0	64
	Female	107	0	0	0	107
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	6	0	0	0	6
	Female	12	0	0	0	12
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	5	6	5	7
	Female	8	11	8	8
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	18	22	16	13
	Female	41	37	26	14
	Others	0	0	0	0
General	Male	957	942	920	0
	Female	728	878	920	0
	Others	0	0	0	0
Others	Male	0	0	0	903
	Female	0	0	0	862
	Others	0	0	0	0
<b>Total</b>		<b>1757</b>	<b>1896</b>	<b>1895</b>	<b>1807</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Our institute has adopted the National Education Policy's vision of delivering high-quality education. The key NEP principles, including variety for all curricula and pedagogy with technology breakthroughs in teaching and learning have been the subject of discussion among the faculty members. According to the NEP 2020, the college is getting ready to add multidisciplinary subjects to its curriculum to help students develop their overall abilities. This will provide students the choice to select the programmes they want from the institution's array of alternatives. All the courses offered by institute are Choice Based Credit System (CBCS). This also includes value based and</p>
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	<p>environment-based subjects like Professional Ethics, Environmental studies, Principles of Management, etc. All programmes are created to give students freedom when selecting electives from other departments' offerings and MOOC's delivered through SWAYAM. It may be claimed that the institute is actively working to put the NEP guidelines recommendations into practise. The institution intends to start short-term and vocational courses. The objective is to equip the students to forge a path towards self-employment. The college is attempting to identify the programme learning outcomes, along with the courses and unit learning outcomes and would ensure that each programme achieves its goal.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>The institution has initiated the formation of Students ABC ID in the Academic Bank of Credits. The University of Mumbai will implement the NEP in a full fledged manner and for this purpose it has developed a centralised database of college students. Through this database, the academic credits that the student has earned across a variety of courses will be digitally saved so that the credit can be carried over when the student re-enters the programme. A suitable technological support system will be developed for ABC monitoring. The institution's pedagogy is student-centered, and the pedagogies of the faculties are constructivist, inquiry-based, reflective, collaborative, and integrative. The learning outcomes of the students are assessed using summative and formative exams and assignments.</p>
<p>3. Skill development:</p>	<p>The institute features a well-established skill development unit that actively contributes to the improvement of students' technical, vocational, and soft skills. The institution has a well-established training cell that actively participates in enhancing the modern trends needed in industry, campus recruitment training (CRT). In various programmes, the Institution already offers the skill courses that the affiliated university has created. Additionally, the institution has previously been offering programmes like seminars and soft skill development courses under the employability enhancement programme for students in skill courses. The institution has developed few Value added Courses and more are planned for the future.</p> <p><a href="https://www.dalmialionscollege.ac.in/add-on-courses/">https://www.dalmialionscollege.ac.in/add-on-courses/</a></p>

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	To start online /offline courses promoting Indian Knowledge systems in following areas : Hindi literature appreciation course Buddhist Studies Jainism Philosophical Understanding from Bhagvad Gita Appreciation of Indian Mythological Studies Translation Studies in Marathi, Sanskrit and Gujarati
5. Focus on Outcome based education (OBE):	All programs are offered as Outcome Based Education (OBE) designed with regional and global requirements in mind. Course outcomes are precisely defined in each Mumbai University's curriculum. In 2019-2020, the Institute implemented, outcome-based trainings that clearly state program outcomes, program-specific outcomes, and course outcomes. All courses are designed with outcomes that focus on cognitive skills such as remembering, understanding, applying, analyzing, evaluating and creating. Learning outcomes at all levels ensure, in addition to field-based skills, social responsibility and ethics and entrepreneurial skills that the student proactively contributes to the economic, environmental and social well-being of the country. The Course Objectives (COs) are also consistent with the Programme Outcomes(POs) and Programme Specific Outcomes (PSOs)
6. Distance education/online education:	The educational institution is already prepared specifically for the COVID-19 pandemic situations and the educational learning through various online spaces such as applications, Google Classrooms, WhatsApp, Zoom, etc. The entire university campus has Wi-Fi connectivity and LCD projectors have been installed in every classroom so that there is no hindrance / hindrance in online learning. Since the pandemic, faculty and students have embraced online learning to take full advantage of flexible, blended learning. From 2019, departments only use Google Classroom to share learning content with students for most departments/courses. The faculty has also trained themselves to use various MOOCs and other online platforms for e-learning through FDP, STTP and workshops during the lockdown. During the Covid-19 pandemic, the institute also organized various programs, meetings and seminars for students through the online platform of conferences and meetings. The institution has started its SWAYAM LOCAL CHAPTER.

**Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>The Electoral Literacy Club (ELC) was formed in the year 2013-14. The nodal officer and members are usually from the NSS unit and the club with a batch of four students headed by one NSS program Officer oversees its activities. The Electoral Literacy Club (ELC) has been formed as per the Central Government's norms given by Election Commission through various Government Resolutions, Circulars and Gazette of India. It is also implemented by the State Government of Maharashtra's norms given by State Election Commission through various Government Resolutions, Circulars and Gazette of Maharashtra State. The rules and regulations are circulated to the college units by the District Collector, NSS Department of the University and various notifications and circulars issued by the UGC. The College motivates the teachers and the students to participate in Electoral Literacy and Awareness Programs and Activities. It also actively participates in this nation building drive through Election Duties for State and National Elections. There are so many evidences available with the college as regards our staff participating in Elections duty. It also bestows its premises for almost all elections every year.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes. The college has appointed the students' co-ordinator and co-ordinating faculty members and the ELCs are functional. The students are taken from First, Second and Third year classes representing all age groups – 18 - 23 yrs. The ELCs are distinctive and consistent in respect of students awareness towards electoral registration campaign. The NSS, NCC and DLLE volunteers are motivated for registration of students above 18 years in the electoral list. Thus the ELCs of the college are representative in nature and character as well. It also shows the smooth functioning of ELCs in the campus.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of</p>	<p>A separate desk is allotted in the college premises for the registration of new voters. From time to time Voter registration camps are held in the college campus wherein the ELC provides the volunteers who campaign and help the district election administrators in the enrolment. Awareness programs</p>

<p>poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>are conducted wherein all students are made aware of their voting rights and the need to register themselves in the electoral roll. Notice boards are used to campaign for the purpose and class to class notices are circulated in order to create an awareness. The Equal Opportunity Cell , Inclusion cell, Aastha Cell and the ELC together tries to create an awareness to enhance participation of the under privileged sections of society especially transgender, disabled persons and senior citizens, of the vicinity.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>We conduct survey of students in the college campus to understand if they have registered themselves in the Electoral Roll, if there are any discrepancies in their name, photo, and address proof; they assist them in their rectification by coordinating with the district election administrators under the guidance of the teaching faculty in charge. The college through various extension units and ELC makes tremendous efforts for undertaking socially relevant projects/initiatives in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>45 per cent of students are yet to enrolled. The college has started a campaign to help these students to enlist themselves in the Electoral Roll. The College takes efforts through ELC for enhancing the extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5130	4921	4537	4405	4439

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 78

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
49	49	52	50	51

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
106	162	191	184	183

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

**Curriculum Planning Delivery and Documentation:** The college is ISO 9001:2015 certified and thus all teaching - learning processes are not only properly planned, executed and documented but are also revisited and revised after feedback of stakeholders. Proper documents are prepared annually to keep a record of academic and non-academic activities.

The academic calendar is prepared by the Internal Quality Assurance Cell well in advance by taking inputs from all departmental heads and heads of Associations and Cells. The University publishes its arrangement of terms every year and this is the basic premise upon which the institutions' Academic Calendar is based. The examination department plans the exams both summative and formative – semester end examinations and Continuous Internal Assessment on the basis of the calendar sent by the University of Mumbai.

The College is affiliated to the University of Mumbai and thus it follows the prescribed curriculum and arrangements of terms put forth by the University of Mumbai. The Annual academic calendar keeps the notification of the University of Mumbai, in respect of the span of both the terms of the academic year as a ready reckoner while relating to the completion of syllabi and conduct of examinations. The Head of the departments, coordinators, Examination Conveners, in consultation with IQAC members and the head of the institution prepare the Academic Calendar.

The Continuous Internal Evaluation process - class tests/ assignments/ presentations and practicals – is discussed and their dates are decided and incorporated in the Academic Calendar. Based on the said calendar, the examination committee prepares a tentative schedule of all the examinations for all the programmes. All committees/cells/associations plan their respective activities in alignment with the academic calendar.

The academic calendar is communicated through the college website. All the HODs/coordinators ensure that the syllabus is properly taught and completed before the semester end examination.

In order to monitor and ensure efficient functioning of the teaching learning advance planning, documentation, Periodical Lecture Observation and regular departmental meetings are undertaken.

Feedback on the teaching learning process is taken for improvement in content delivery and planning. Remedial lectures are planned to help students in their academic progress. A detailed record is maintained regarding the development of e-Learning content & delivery. Summary of students' feedback is also part of the teacher's diary that include details that help in timely syllabi completion.

Peer assessment is also done wherein feedback on the evaluation process from peers who visit the college as external moderators is acquired.

Teachers fill in their self-appraisal forms, which is then examined by HOD, Vice Principal and Principal. Appointment of new faculty is done after teaching demonstration and the evaluation report is duly submitted to the principal for consideration and selection. A proper record is maintained of the non-engaged and extra lectures engaged, invigilation process, remedial lectures, field trips and appointment on committees and involvement in extracurricular activities. The college strictly adheres to the Academic Calendar for Curriculum delivery and continuous Internal Assessment.

For detailed information on the Teaching-Learning Process see:

<https://www.dalmialionscollege.ac.in/quality-assurance-system-t-l-p/>

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 30

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>



**Other Upload Files**

1

[View Document](#)**1.2.2**

*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

**Response:** 51.46

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3088	2737	1810	1841	2583

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**1.3 Curriculum Enrichment****1.3.1**

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

**Response:**

The cross cutting issues are matters like Professional Ethics, Human values, Gender and environmental sustainability which are indicative, but not restricted to any particular field. Other concerns which may be included are poverty alleviation, financial and social inclusion, disaster management, privacy and piracy issues, good governance, human settlements, peace and security. The scope of the above mentioned theme is wide and all-encompassing across multiple disciplines like Commerce, Business Law, Economics, Business Intelligence, Auditing, Media studies, Foundation course. These issues are significant in making students good human beings. The objective is to make students empathic, better citizens of the world:

The cross-cutting issues in the syllabi are as follows:

**Professional Ethics-** It is a component of the following courses-Advertising, Auditing, Business Law,

Business ethics, e-commerce, crime reporting, brand building, business environment, Software project management, Media Law and Ethics & Digital Media. The coverage is not uniform in all the courses. Greater emphasis is observed in courses like Law, Auditing, Organizational Behaviour, News Media Management in comparison to Advertising and Business Communication.

**Human values** -Some of the basic human values are liberty, equality, unity, honesty, humility, democracy and justice. These are universal but differ depending on the culture and context. Human values an integral part of Indian culture. Cultural perspectives, socio economic issues such as economic and social disparities, Human Rights and The Consumer Protection Act 1986 have been included in the ambit of human values.

**Gender-** Gender studies are gaining more prominence along with recognition of gender diversity. Gender in the syllabi is the psychological, as the behavioural, social and cultural aspects of an individual. Roles in society are influenced and determined by gender. Traditionally gender studies began with women’s studies but now encompasses race, ethnicity, social class and challenged persons. The study in the curriculum is more in the context of women and the neglected or vulnerable sections of society in our country. The syllabi in specific courses like Business Law, Foundation Course and Commerce specifically mention the different provisions of the Law applicable to women as well as the benefits provided to empower women in the fields of business, education and politics. Socio- cultural reasons for disparity between men and women as well as measures to reduce disparities are also mentioned.

**Environmental sustainability-** Since the 1987 the term due to the Brundtland Commission has gained prominence in the light of climate change, loss of biodiversity, environmental degradation. The four R’s- reduce, reuse and recycle and recover since all natural resources are not renewable. The Supreme Court through an order in 1991 directed all schools and educational in the country introduce a course on Environmental education as a compulsory subject. Environmental Studies, Business Environment, Foundation Course, Contemporary issues, green computing and Business in the syllabi have different facets. Green computing course mentions green designing of electronic devices and green manufacturing deals with reducing waste in the production process. Green use lays emphasis on minimizing use of electronic devices. Green marketing focuses on promoting goods which are less detrimental to the environment.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

<p><b>1.3.2</b></p> <p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p><b>Response:</b> 51.44</p> <p><b>1.3.2.1 Number of students undertaking project work/field work / internships</b></p>
--

Response: 2639	
File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1</b></p> <p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p><b>Response:</b> A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website</p>	
File Description	Document
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 93.87

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
1908	1896	1757	1731	1804

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1966	1966	1980	1820	1958

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 6.38

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
55	76	72	74	32

### 2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
983	983	991	910	980

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 104.69

## 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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

The college's vision and mission statement emphasize student development and empowerment through excellent learning experiences, utilizing experiential, participative, and problem-solving approaches in various departments and faculty.

**Adopted methods of teaching by the institute:**

**Experiential learning-**

The college offers various experiential learning opportunities, including internships, court visits, one-day visits, and NGOs. The Department of Business Law organizes court visits, while the BAF program hosts visits to juvenile homes, JNPT, SEBI, and RBI Monetary Museum. The BMS program hosts Entrepreneurial Premier League, an annual fair for showcasing products and promoting entrepreneurship. The B.Sc (IT) program conducts laboratory practicals, while the research based programs teach research methodology in the IT lab. The college also has various committees for leadership, volunteering, and stage performances, facilitating experiential learning through committees appointing student heads and volunteers.

**Participative Learning-**

The college offers various participatory learning opportunities, including annual industrial visits, competitions and guest lectures, students' conferences, workshops on note-making, relaxation events, debate competitions, intercollegiate conferences, entrepreneurial events like Entrepreneurial Premiere League & Entrepreneurial Tales, online workshops, webinars, cover page design competitions, virtual workshops, SLP (Students Leadership Program), stock market trading workshops, e-waste drives, and old home visits and MACC webinars. These events help students understand business processes, develop confidence and leadership skills, and contribute to society. Additionally, the college hosts workshops on stock market trading, e-waste drives, and old home visits to raise social awareness and enhance software skills.

**Problem-Solving Method**

Teachers use case study methods to teach students hypothetical situations and enhance their problem-solving skills. FC projects are given to FY and SY students for internal assessment and related topics. Tutorials are conducted for FY B.Com students in Mathematics and Business Communication. Guidance lectures provide hands-on experience, while remedial lectures help slow learners cope with academic difficulties. Legal Connect is a bridge course designed for first-year students to understand business law technicalities. Self-made notes and PPTs are shared via Google Classroom for reference. Course teachers offer interaction and mentoring to help students solve academic, related, and non-academic problems. Case Study, Projects, Tutorials, Guidance Lectures, Remedial Lectures are normally used for problem solving. Besides this, Bridge Course - Legal Connect a bridge course on the subject of Business law was designed and conducted to help the newly entered first year students as an additional support to understand technicalities of law with ease and academic and non-academic problems and challenges. The interaction is done via WhatsApp and Google Classroom.

**ICT tools**

The use of ICT has become an indispensable tool in offering students comprehensive education. The institute endeavours to use ICT tools such as digital infrastructure including computers, laptops, projector to software tools such as Google Classroom, Google Meet, Google Form, Quizzes, and YouTube videos to enhance teaching and learning. Teachers deliver lectures through YouTube channels which in turn helps the students in problem solving, further teachers are always connected with the students through WhatsApp messages as well as Google Classroom. The teachers upload the study materials and assignments on google classroom for the reference of students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

#### Percentage of full-time teachers against sanctioned posts during the last five years

**Response:** 95.8

#### 2.4.1.1 Number of sanctioned posts year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
52	49	55	52	54

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 2.4.2

**Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**

**Response:** 42.63

**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
22	21	23	21	20

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

The institution follows the standard policies set up by the affiliating University. The college conducts examinations as per the academic terms and schedule provided by the University of Mumbai.

The results are processed after complying with all the rules, guidelines and ordinances as directed by the University.

Due to unavoidable pandemic situations (since March, 2020 till March, 2022) proctored examinations were conducted online for the UG and PG programmes. These examinations were based on Multiple Choice Question pattern, as per the guidelines of the University.

These proctored exams were supervised by the core faculties so as to ensure that no malpractices took



place as the teacher verified the identity of the test taker and thereby maintains the sanctity of the examination.

Students who have missed his/her **Regular class test/assignment/ semester end examinations (except University level)** etc. on medical grounds or representing college at the University/ District/ State/ National level sports/ cultural/ NSS/NCC/ DLLE etc. or on exceptional grounds **can appear for Additional exams.**

Student who is not satisfied with the marks secured by him at the **external/theory semester end examination (regular or ATKT), can apply for revaluation/photocopy/Verification.** Notice for the same is put up on the college website after the declaration of the result.

The answer books are evaluated under Centralized Assessment Program (CAP) within the college premises. The moderation of assessed answer books (semester end) is carried out by the moderators from other colleges within the cluster as prescribed by the University. The results are processed after complying with all the rules, guidelines and ordinances as directed by the University. Due to unavoidable pandemic situations (since March, 2020 till March, 2022) the proctored examinations are conducted online for the UG and PG programmes. These examinations were based on Multiple Choice Question pattern, as per the guidelines of the University.

The college has clear and transparent Grievance Redressal Policy which is time-bound and efficient:

**I. Grievance Redressal Policy:** The college has implemented a grievance redressal policy in accordance with UGC and Mumbai University directives. The Grievance Cell is established to address student grievances. The Cell meets on a regular basis to analyse the grievances of students that have been received, and the Cell recommends to the Administration the actions that should be taken to fix the issues. The Cell is also in charge of informing about the actions taken via the newly formed online e-grievance system.

**II. Examination Policy:** The University of Mumbai frames the examination guidelines which are duly followed by all the Institutions affiliated to it. The Examination policy is framed to have efficient, transparent and innovative examination practices keeping in mind the ordinances rules, regulations and the guidelines to be followed as per the University of Mumbai.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

**Response:**

The college endeavours to transmit outcome-based education and has effectively expressed its attributes to all the undergraduate and postgraduate programs it offers. The institute adheres to curriculum of University of Mumbai and Learning Outcomes-based Curriculum Framework (LOCF) constituted by University Grants Commission (UGC) for instruction, learning, and evaluation. The institution has developed learning outcomes for the programmes and courses it offers in accordance with the syllabi prescribed by University of Mumbai.

**Development of Program Outcomes & Course Outcomes:**

Realizing the significance of learning outcomes- the Program Outcomes, Program Specific Outcomes and Course Outcomes are formulated. The course syllabi as prescribed by the Mumbai University and the graduate attributes as specified by the UGC- LOCF are taken into consideration while framing the Program Outcomes and Course Outcomes in association with the institutions Vision and Mission. The POs and PSOs are designed by Vice-Principals, HOD's and Program Coordinators. The COs are then framed by the Course teacher under the guidance of Program Coordinators for every course. Workshops are held to educate the faculty members about the formation and updation of POs and COs.

**Dissemination of Program & Course Outcomes:**

The POs and COs are displayed on the institutional website and are also communicated to the students through orientation, study materials and lectures. The syllabus for every program is also displayed on the college website and communicated to the students during lecture before the beginning of every semester. During the orientation program, department heads of various programs explain the significance of POs and COs, educating students about how to achieve the desired program competency. As a result, each instructor articulates the program and course outcomes, making the teaching-learning process more fruitful as students are aware of the topic's relevance to their knowledge search. The teachers prepare the teaching plan in accordance with the set outcomes. This helps them to enhance the classroom teaching.

**Mapping and Attainment:**

For identifying the curricular gaps, a mapping matrix is made, where the CO-PO & CO-PSO are mapped by the course teacher and the coordinators. Average values are obtained against each PO's and PSO's from the mapping matrix prepared. The institute follows direct method of assessment for attainment of the outcomes. The Continuous Internal Assessment and the External Examinations conducted semester wise help in determining direct assessment of attainment levels. The HOD fixes target marks on the basis of previous years exams results. The targets are compared with the averages to find the attainment, which finally helps in the identification of gaps in the teaching learning process.

Program outcomes, program-specific outcomes, and course outcomes are prepared and the attainment is calculated in order to achieve the fundamental objectives of higher education, which include dissemination, creation, and application of knowledge as well as formation of innovative minds for a sustainable and improved world. Through a variety of teaching-learning activities, the teachers impart subject-related skills while considering the outcomes.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The college has framed the Program Outcomes and the Course Outcomes keeping in mind the graduate attributes and Bloom's Taxonomy. The prepared outcomes are displayed on the website and conveyed to the students at the start of every semester. Each course has Course outcomes (COs). These COs are mapped with POs & PSOs based on Intended Learning Outcomes. Each COs is assessed using a Direct assessment tool that reflects the knowledge level and skills of the students based on their performance in Continuous Assessment Test and the semester end examinations. An average of the mapping levels is found.

The next sheet is prepared where the average of the mapping levels of all the courses is incorporated. Course wise standards are set with the attainments. The target Marks is fixed for each course by the Head of the Departments. The Target marks are fixed by considering the average marks obtained in semester exams of the previous years. The institution then finds the gaps with the help of unattained outcomes.. Further, the decisions are taken by the institution for the gaps identified with help of the attainment. Further decisions are taken by the institution for the gaps identified with help of attainment.

To calculate the attainment of POs and Cos, a mapping matrix is prepared. The matrix maps the COs to POs and to the PSOs as shown below. The mapping levels are as under:

- 1 stands for Slight that is low Correlation

- 2 stands for Moderate that is medium Correlation
- 3 stands for Substantially high Correlation
- -- indicates there is no correlation.

A specimen of the mapping matrix is as under:

The COs are mapped with POs & PSOs based on Intended Learning Outcomes. Each COs is assessed using a Direct assessment tool that reflects the knowledge level and skills of the students based on their performance in Continuous Assessment Test and the semester end examinations. An average of the mapping levels is found. A next sheet is prepared where the average of the mapping levels of all the courses is incorporated. Then the course wise standards are set with the attainments now as 3, 2, 1. In the next step, the target Marks is fixed for each course by the Head of the Departments. The Target marks is fixed by considering the average marks obtained in semester exams of the previous years. The total number of students achieving more marks the target is found out and allocated the attainment level as stated above (3,2,1). The target marks are then compared to the average of the mapping levels to find out the attainment of each Program Outcomes.

The institution then finds the gaps with the help of unattained outcomes and then is able to take decisions to improvise the teaching learning process so as to attain the outcomes in the future.

Further decisions are taken by the institution for the gaps identified with help of attainment.

For detailed explanation with evidence please refer to uploaded additional information.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 90.06

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1515	1320	1334	1067	954

**2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1606	1402	1404	1227	1234

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.9

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)*

**Response:** 1.5

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.32	00	0.58	0	0.6

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The College has created an ecosystem for research, innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

#### **RESEARCH CELL**

The College has a vibrant Research Cell to guide the research community for innovation, creation and transfer of knowledge. It comprises teachers who are recognised research guides of University of Mumbai.

The objectives of the research policy are:

- 1) To encourage teachers to publish research papers in journals of National and International repute as notified on the UGC Care website.
- 2) To motivate teachers to take up active research by providing monetary incentives for publications in reputed Peer-Reviewed journals .
- 3) Reimbursement of registration fees for attending and presenting papers in International, National workshops, seminars and conferences.
- 4) To enrich the knowledge base of teachers they are motivated to undertake minor and major research projects funded by agencies like UGC, RUSA, ICSSR, Universities, etc.
- 5) Felicitation of teachers on successful completion of Ph.D.
- 6) In order to encourage research culture among students, they are mentored to participate in various research- based competitions and various research conferences for students are organized.
- 7) To facilitate exchange of knowledge, experience, ideas, MOUs/Collaborations/linkages are constituted with research centres of other colleges and universities. The Research Cell has a MOU with DTSS College for exchange of information on research, teaching, learning materials and literature relevant to research programmes.
- 8) To organize workshops, seminars and conferences on “Ethics in Research” to avoid fabrications, falsifications and misrepresentation of research data.

### ***INCUBATION CELL***

The Incubation Cell was set up in A.Y.2019-2020 to give an entrepreneurial flair to student’s personalities with the aim of igniting the ideology of starting own venture amongst the students, to which infrastructural, moral and financial support (directly and indirectly) shall be provided by the institution. The aims of the cell are:

1. Giving opportunity to prospective students to bring out innovative ideas.
2. Creating awareness among students regarding various aspects of entrepreneurship schemes for entrepreneurs, essential for framing business plans and developing start-ups.
3. To incubate, create a climate and refine the ideas or concepts with support from technical and creative experts of the concerned fields. The college organized various seminars and workshops about entrepreneurial schemes, framing business plans, and developing start-ups. Marketing Fairs are organized every year to provide a platform for young entrepreneurs and give them practical knowledge about the practical world, to improve their communication skills, marketing skills and distribution skills.

### ***IPR CELL***

The college through IPR Cell organized a number of workshops and seminars to create awareness among students and teachers about IPR.

### ***PATENTS***

Dr. Sunita Tidke, Assistant Professor, Department of Accountancy was granted patent on – “Analysis of Human Resource Management Accounting Practices and its Implications in India” on 5th November 2021 registered with the Office of the Controller General of Patents, Design and Trade Marks.

### **INDIAN KNOWLEDGE SYSTEM**

The college follows Indian Knowledge System as per NEP 2020.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **3.2.2**

***Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years***

**Response: 51**

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
12	10	17	5	7

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## **3.3 Research Publications and Awards**

### **3.3.1**

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response: 0.91**



**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	20	17	15	9

<b>File Description</b>	<b>Document</b>
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.3.2****Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.67**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
16	8	5	15	8

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**

**Response:**

Following are the outcomes of extension activities in the neighbourhood community organized by the NSS, NCC, Department of Lifelong Learning & Extension (DLLE), Students' Council, Disaster Management Cell (DMC), Equal Opportunity Cell (EOC) and Leo Club of college :

- *DLLE's project survey of women's status*
- *Blood Donation Drive*
- *Rallies and Beach Cleaning Drives*
- *Tree Plantation Drives*
- *Traffic Control in Ganesh Utsav*
- *NANHE KADAM - an initiative to help the needy to walk a mile* Students collected 250 pairs of old footwear to be donated to Greensole company. They converted them into comfortable footwear. These were then donated to the needy by company.
- *INSPIRE TO SERVE* - Embarked with the mission of identifying the needy and reaching out to them, this project was initiated. The Lions Club of Malad-Borivli selected five extension projects and disbursed cash seed money of 10,000 each to execute this project. A gist of activities conducted by various departments of the college are as under –

1. **NSS** - Sanitary napkins, gloves, sanitizers were distributed to people in Dahisar and Palghar. One NSS student taught English and Mathematics to children living in slums of Kurar village for a period of one month and the cash seed money was used for donating stationary, sanitizers and food items to them.
2. **DLLE, DMC, EOC, Students' Council** - Sewing machine was donated to an NGO entitled 'Parivartansheel Sansthan' who later started tailoring classes for empowering women. Also, the tribals of Sanjay Gandhi National Park were donated food kits and stationary items.
3. **Sports Department:** To assist the orphan children continue their online education during Corona

period, the internet charges were paid through this cash seed money for full one year.

- **NSS Residential Camps:** The residential camps provide a unique learning environment and foster personal development and social engagement.
- **NSS's - "Ek Kitab, Ek Kalam" and "Anaaj Daan"** addressed literacy and hunger-related issues respectively, fostering compassion and community engagement.
- **MUSKAAN - a drive to spread smiles (DLLE and Department of Foundation Course)**  
The students visited old age homes and orphanages and interacted with them. Donations were made by them.
- **DLLE's "JAGRAAN"- A campaign for Social Change through Social Awareness:** Students delivered lectures to students of Municipal school on various socio-economic issues.
- **DLLE'S - Recycling Drive - "THINKING BEYOND THE THRASH"**- With the objective to teach students about sustainability and reducing waste, the department initiated this drive. Students collected plastic from the college students and sent it to the approved government recycler. Received an appreciation certificate from MCGM for this conscientious service.
- **NCC:** It aims at developing values such as leadership, patriotism, discipline, character building and hard work. Regular and rigorous training of the cadets has helped in sharpening their personal, professional and social capabilities and sensibilities. Total of six cadets have been selected in the Indian army since its inception.
- **The Dalmian Community Project – Osarvira, Palghar (conducted by all extension units):** The college organized medical camps and distribution [blankets, sports items, soaps, footwear, sarees etc.] campaigns in collaboration with the Lions Club of Malad-Borivli.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2

#### **Awards and recognitions received for extension activities from government / government recognised bodies**

#### **Response:**

#### ***The Dalmian Community Project: Osarvira, Palghar***

We have been extensively donating durable items and grocery items to Zilla Parishad Schools and villagers because of the assistance from Lions Club of Malad-Borivli, students and teachers. Medical camps were conducted every year. The Lions Club of Malad-Borivli constructed the Lions Medical Centre with an intention of providing charitable medical services to 5000+ neighbouring villagers. **The Osarvira Gram Panchayat has appreciated our efforts by granting us appreciation letters.**

### ***NCC – “Unity and Discipline”***

- Seven cadets from NCC have been selected as soldiers to serve the Indian Army.
- Ms. Shivani Pandey represented her NCC directorate at the Annual NCC Republic Day Camp and the Prime Minister’s Rally held at New Delhi. She also participated in the RD marching contingent.

### ***NSS – “ Not Me, but You”***

- Our well-trained teacher Dr. Rajesh Bombe, acting as programme officer - was selected as Area Coordinator twice by the University of Mumbai. He was issued a letter of appreciation for performing his duties as the Team Leader in the State Level Training Camp AVHAN on Disaster Management organized by Dr. Babasaheb Ambedkar Marathawada University. He was appointed as the NODAL PERSON for Swachh Bharat Summer Internship Programme (undertaken by the Ministry of Drinking Water and Sanitation in association with the Ministry of Human Resources Development).

### ***Department of Lifelong Learning and Extension (DLLE)- “To Reach the Unreached”***

- The extension students won the 2nd prize, consolation prize, 3rd prize in academic years 2017-18, 2019-20 and 2022-23 respectively at the UDAAN Festival- an inter-collegiate skit competition organized by DLLE, University of Mumbai.
- 3rd Prize at the Powada Singing Competition in A.Y 2022-23: that highlighted the need to conserve and preserve the environment. The college received an appreciation letter from University of Mumbai for the leadership, untiring efforts and dedicated perseverance.
- The Department has received letter of recognition from Chincholi Bunder Municipal School and Malad Municipal Secondary School for undertaking awareness creation programme in their schools for the Project – “JAAGRAN.”
- The Department received two letters of recognition for its project- “Thinking Beyond the Thrash” – A Recycling Drive from the Ministry of Housing and Urban Affairs and MCGM.

### ***Inspire To Serve***

The Lions Club of Malad-Borivli selected 5 projects and cash seed money of Rs.10,000 each was given to execute the projects. Accordingly, donation camps were organized for which the concerned extension units received appreciation certificates from Lions Club of Malad-Borivli.

### ***Blood Donation Camps***

We have received recognition letters and certificates of appreciation from the Lions Club of Malad-Borivli and the blood bank to appreciate our efforts in furthering this noble cause.

### ***Tree Plantation Drives***

The college received appreciation letters from Gram Panchayat- Khairepada, Boisar and Gram Panchayat- Narpad, Dahanu for its tree plantation initiative.

### ***Visits to Orphanages and Old Age Homes***

The Department of Foundation Course received appreciation letters from them.

### ***IDF Social Impact Award 2019***

The College received the AWARD OF EXCELLENCE for participation in Resource Mobilization for Humanitarian Courses from the Indian Development Foundation. These activities are distinctively superb.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **3.4.3**

***Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.***

**Response:** 82

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	11	23	14	21

<b>File Description</b>	<b>Document</b>
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## **3.5 Collaboration**

**3.5.1**

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 121

<b>File Description</b>	<b>Document</b>
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

#### Response:

The infrastructure and physical facilities provided by the institution for teaching- learning process is as follows:

The entire college campus is under 24\*7 CCTV surveillance. 74 cameras and 4 DVRs are installed in the college campus.

1. Classroom – The College has a total of 37 classrooms of diverse capacities that meet prerequisites of UG and PG courses. Out of these 21 classrooms are equipped with air conditioners. All rooms have LCD projector with audio & LAN facility.
2. Principal Cabin: - Principal's Cabin is well-furnished with air-condition and Wi-Fi facility. With LED T.V. with CCTV viewing, Laptop, 3 Telephone, Printer cum copier.
3. Staff Rooms: The institution presently has three air conditioned staff rooms with Wi-Fi facility and all necessary facilities.
4. Examination Room has two computers, one printer, two Copy printers.
5. The IQAC Room has two desktops, a printer and scanner.
6. Laboratories - Computer Lab with 90 computers, Projector, scanner, printer, server and Wi-Fi facility. Language lab has 20 computers, scanner, and printer.
7. Library –Our Open Access Library with an area of 68.6 x 42.9 ft. is equipped with reference books, eBooks and journals, necessary furniture, and adequate flow of light and ventilation. Library uses Koha ILMS software and a bar-coded attendance system. The Reading Room has seating capacity of 120. There is separate cabin for Librarian & for teachers. Library has internet browsing centre with 7 computers.
8. College Office- Equipped with Air conditioners, 20 desktop computers & 6 Printers, 2 Printers cum scanners and 1 photocopier machine - fitted with a two-way counter communication system.
9. Seminar Hall is Wi-Fi enabled with LCD projector, Wi-Fi router, sound system, LCD screen, 6 air-conditioned with a seating arrangement for 155 people.
10. Mini conference cum management room is Wi-Fi enabled with audio-video presentation facility.
11. Gymkhana is housed in a separate structure (54 x 30 ft.) with indoor games facilities like Carom boards, Table Tennis, Chess, punching bags. Separate cabin for the Sports In-charge with computer. Gymkhana is equipped for outdoor game with Boxing gloves, Footballs, Volley Balls, Cricket Bats, Balls and other necessary equipment.
12. Cultural room is made available for students. Music system, permanent stage, open air space,

creative corner & foyers are available for cultural activities.

13. A spacious canteen for students and staff is located in the college premises.

Other facilities:

3 Vice Principal's Cabins, Research Cell, Health Cell, Placement Cell, NSS Cell, NCC cell, DLLE cell, Ladies Common Room, Women Development Cell, Cultural Cell, 9 -store Rooms, 1 Changing Room for Non-teaching Staff, Permanent Stage for the college activity.

- 74 CCTV Cameras and 4 DVRs.
- Wheelchair facility for Divyangjan
- Lift facility
- Reception counter
- Intercom facility
- Fire extinguishers
- 5 Alpha UV water purifiers & 5 water coolers
- Toilets and Urinal facilities
- eSSL Airface Mars Biometric attendance system for staff
- Sheltered East Foyer Area used for students
- Sheltered West Foyer Area
- Security Cabin
- Cultural Department
- SFC General Staff Room
- Principal's OSD Area
- Registrar's Cabin
- 03 Research Centers
- Canteen
- Open Stage
- Vast sheltered Terrace
- Creative Corner
- Waste Decompost Project
- Sheltered South Foyer
- Sheltered Noth Foyer

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

**Response:** 12.24



**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
40.28	16.90	16.13	20.93	6.85

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1**

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

Our college Library is fully automated using Integrated Library Management System (ILMS) called Koha.

**Koha ILMS Software:**

Koha Library Software is used for complete Automation of the Library. Its Version is 19.11.00.000 is used. It is multi-user software. In the year 2004, there was LIBSUITE. In the year 2019, Koha Software is adopted.

Library uses Koha Software as Integrated Library Management System (ILMS) and automated all processes.

- 1. Cataloguing**, Data Entry of all the books received in the Library is done & Unique Accession No. is given to all books. Barcode is generated for all the books.
- 2. Circulation** (With Bar Code System), Circulation of the books is done with Barcode System.

Barcoded Library Cards are given to students & Barcoded Passbooks for Staff are maintained in the Library.

**3. Web OPAC:** Link of the Web OPAC is given on the Library Tab of College Website. Students can search for available books in the Library sitting at any place.

**4. Students' Attendance System with Barcode**

Barcoded Library Cards are scanned at the Library Gate by the Library Staff to get exact attendance of the students coming in the Library.

**5. Stock Taking:** Annual Stock Taking of the Books is done using Koha Software.

The library collection comprises books 30961, Ph.D. Thesis, 10 CD-ROMS (884) and Online Resources. The college library has subscribed to 12 Journals, 12 Magazines and 12 Newspapers having all three languages - Marathi, Hindi and English. In addition to the above, access to 6000+ejournal titles and 8,00,000+ e-books is provided through N-List. Membership of all students and teachers is created in N-List. In addition to this Digital Library of the college provides access to many open Educational Resources across various subject disciplines. The Library has separate 13 Cameras for surveillance. Out of total 09 Staff, 07 are filled up comprising Librarian, Library Clerks (03), Library Attendants (02) and Peon (01). The Library has been fully computerized. It has 13 Computers for usage of Students, Teachers and Staff. It has washroom facility. There is Water Cooler and Purifier. It is optmially used by faculty and students.

On an average, the library visitors are in the range of 200- 300.

The Library committee meets once a year to discuss and propose matters related to the library and its functioning.

The library provides many services and facilities to its users. Specialized services namely current content service. E-mail alerts content pages of newly arrived periodicals are sent to staff members from time to time. The library conducts many activities through out of the year for the benefit of the students and teachers.

During the pandemic, the library initiated a variety of services namely 'Digital Book Shelf' and Google Classroom alerts. Information about various courses and events were posted on Google Classroom. On college website library page is created and web OPAC of Koha Software is also provided on the same page. Digital Library is created here were free electronic books and electronic journals are provided.

Library page on college website :<http://www.dalmialionscollege.ac.in/library-2/>

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

**Response:**

- **The college has augmented basic IT infrastructure time to time by including the computer systems having advanced i5 microprocessors of Intel family, memory configurations from 8 GB RAM & 350 SSD to 500 GB HDD and operating systems from windows 10 to 11 and some other supporting high level of multitasking, multiprogramming environment.**
- **In all, out of the 290 Computers and Laptops purchased upto now, 172 Computers and Laptops are available in the college premises. They are in usage for the students and teachers as well. Most of the Teachers in the college have their own Laptops kept in the college and are given for Students usage whenever required. Computers and Laptops are used for various computing needs such as office, staff areas, library, general and research laboratories, research center etc.**
- **Bandwidth service is increased from 60 to 200 MBPS.**
- **Cablenet Service has been provided by NET4U.**
- **Teaching staff is empowered with 13 laptops by the college.**
- **User friendly online admission procedure for about 4941 candidates is enabled by software.**
- **All the classrooms, some laboratories and seminar halls support ICT based teaching learning processes with 39 LCD projectors, 40 speakers, 2 television systems, 3 Smart Tvs**
- **Examinations are smoothly conducted due to sufficiently available printing facilities using high capacity printers and ultra-modern Ricoh M270 Printer cum Scanner Cum Photocopier(All in one machine)**
- **A eSSL Airface Mars Biometric face recognition system for staff attendance is available on the ground floor.**
- **74 CCTV cameras and 4 DVRs are installed in the college premises..**
- **For Bsc IT Students we have Raspberry Pi Kit, Microprocessor and Microcontroller kits .**
- **Window defender act as anti-virus which is inbuilt in Windows 10 & 11.**

- **Wi-Fi facility is available in the college with the bandwidth capacity of 230 mbps. Now, it is enhanced upto 230 mbps.**
- **LAN facility is available in each classroom.**
- **Screen pointer in Auditorium is available.**
- **Blueetooth speakers are avaiable in most of the class rooms. The number of classrooms is 20.**
- **03 Hard disks are available in the college. One is with IQAC, other is in Principal's office and the last one is with the office.**
- **05 Internet USB port are availbale in the college.**
- **25 Screens are available in the college.**
- **10 Pendrives are available in the college.**
- **Intercom facility is availbe in the college alongwith 02 digital receivers and 21 Non-digital receivers.**
- **The college has 04 telephonic lines alongwith Jio Fiber Wi-Fi facility.**
- **The college has 04 Jio Fibre Routers and 06 Hathway routers in the premises.**
- **The college has ultra modern digital facility in overall.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

**Student – Computer ratio (Data for the latest completed academic year)**

**Response:** 29.83

**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

**Response:** 172

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

##### 4.4.1

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 66.88

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
63.88	91.83	124.25	139.77	132.70

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 1.86

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
73	90	98	102	72

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

**Response:** A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 41.02

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1983	1970	1887	1963	1808

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 61.91

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
930	879	833	780	520

**5.2.1.2 Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1503	1418	1333	1136	977



File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 15.96

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2021-22	2020-21	2019-20	2018-19	2017-18
127	69	77	89	25

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</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 last five years**

**Response:** 50

**5.3.1.1 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 wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	12	10	25

**File Description****Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

**5.3.2**

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 26

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
19	0	23	30	58

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</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**

#### Response:

The Dalmia Lions College Alumni Association is proud of the fact that our students have contributed to the progress and development of the society by reaching at top in various fields. The Managing Committee of Dalmia Lions Alumni Association was registered in 2017-18 bearing the Registration No 1437.

The Dalmia Lions College Alumni Association has been conducting Alumni Meets every year trying to get the students back to campus. They honour the members of the management, teaching and administrative and support staff at these meets. Ex students and their achievements are applauded at the Meet. The Alumni regularly arranges motivational and inspirational lectures, workshops and seminars. The Alumni constantly interacts with our students and encourages them to venture into new opportunities of business, professional and private jobs.

Our vision: “To groom the students as icons of tomorrow, potentially contributing to commerce, trade and industry; progress and development of the society, keeping in mind, at the same time, the ethical values of humanity” is seen fulfilled when one strolls down the vast list of our alumnus that are making a mark in a variety of fields.

The Alumni supports the college in its academic endeavours.

The alumni Association under the aegis of IQAC organised a Web series for students on “The Indian penal Code and IT Act”. The resource person was Senior Advocate Shweta Rishi Agrawal on 10th June, 2020. The subtopics covered in this webinar were: The concepts of Eve Teasing and molestation, its related provisions of the Indian Penal Code and information Technology and the punishments.

The Dalmia Lions College Alumni Association organized an Alumni Meet in 2019-20. This was an occasion for the Alumni to meet and refurbish their fond memories of college life. Karaoke was the highlight of the function wherein old memories were cherished in the form of song and dance. The Meet ended with dinner.

The Alumni supports the college in its academic endeavours. The Alumni sponsored the trophies for the Student research conference, an inter-collegiate conference and workshops/seminars for **students and administrative staff**. The Association also rendered its support to the Placement Cell. The efforts of the Alumnus helped us in getting connected with *TechnoServe*.

The Association sponsors students in their academic endeavours. Deserving students are provided scholarship. Alumni Meets are organised annually which is attended by several distinguished ex-students and dignitaries. During the year 2017-18, the association held motivational and inspirational lectures by Mr. Deepak Agrawal, Indian Engineer, Mr. Sidharth Kaushik, CEO, Kohinoor Group, Mrs. Biji Tushar, motivational speaker.

The Dalmia Lions College Alumni Association ensures that the glory and splendor of our college rises to greater heights.

The Alumni Association is significant and has a Fixed Deposit of more than Rs. 6,50,000/- and has a Current Account in the Axis Bank of Malad West Branch with the A/c No. 916010084999897. It has balance of Rs. 233477/- as on Dt. 31/03/2023. The amount utilized for the sake of Alumni Activities is more than 5 Lakh during the last Five Years. The Alumni is excellent.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### **Response:**

Our college is run by Lions Club of Malad Borivli Charitable Trust. We, at Prahladrai Dalmia Lions College of Commerce and Economics strive to fulfil our Mission and objectives by following the Institutional Vision that guides our path to success.

#### **Our Vision:**

‘To groom the students as icons of tomorrow, potentially contributing to commerce, trade and industry; progress and development of the society, keeping in mind, at the same time, the values of humanity and social responsibility’.

#### **Our Mission :**

‘Providing quality commerce education, using innovative teaching methods and ensuring holistic development of students who will serve through value-based business practices.’

#### **Our Objectives:**

- To impart quality education in the faculty of Commerce to students.
- To achieve high standards in the quality of education as well as to inculcate social awareness and to serve the society.
- To inculcate qualities of discipline and build the character of students.
- To provide a platform to organise various sports and cultural events, to participate in inter-collegiate events and to achieve excellence in co-curricular activities.

#### **Our Core Values**

- Contributing to National Development
- Fostering Global Competence
- Quest for Excellence
- Sensitizing students towards Social, Environmental & Cultural Issues
- Promoting Right Use of Technology
- Each One Reach One

#### **Our Quality Policy**

We at Prahladrai Dalmia Lions College of Commerce and Economics are committed for disseminating Quality Education to students in the field of Commerce to facilitate development of Trade and Industries.

This shall be achieved through:

- Embracing contemporary educational trends in the field of Commerce.
- Creating proactive learning culture among staff and students.
- Professional development of students imbibing strong ethical values.
- Continuous improvement in Operational Process with the help of ISO 9001:2015 standard

We prioritize a comprehensive approach to decision making through decentralization of power alongwith proper channelised structure. It is defined by our institution's organogram <https://www.dalmialionscollege.ac.in/organogram/>

Thorough discussions during meetings involving key stakeholders we ensure that both academic and administrative matters are carefully deliberated upon, keeping in mind the Vision, Mission, and objectives of our college. Our policies serve as blueprint for uniform and effective channelization to ensure a harmonious and disciplined pursuit of our goals.

Every person's idea is valued and positive thought processes are encouraged through participative management in our decision-making process. This has fostered a positive academic ambience within our institution. Our institution cultivates a culture that values freedom of expression, which provides an encouraging environment for all, teaching staff, non-teaching staff and our students to freely share their innovative ideas. Every decision is thoughtfully taken after exploration of the pros and cons, through transparent discussions. These ideas are carefully deliberated upon, with the aim of nurturing further development and successful execution.

Our institution has a well developed organizational structure that lays out the roles and functions of the associations, Department, committees for both students and teachers, fostering a transparent and dynamic atmosphere. The Heads of Departments, Associations play a vital role in our institution, actively contributing to various aspects such as development, procurement, faculty selection, as well as the planning and execution of activities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

**Response:**

The leadership of the college provides a clear vision and mission to the institution. The functions of the institution and its academic and administrative units are governed by the principles of participation and transparency. Formulation of development objectives, directives and guidelines with specific plans for implementation by aligning the academic and administrative aspects improves the overall quality of the institutional provisions.

**Our College Policies:**

Our college stands out for its comprehensive range of policies that have been successfully implemented to ensure a well-rounded and inclusive educational environment. These policies include the Admission Policy, Examination Policy, Policy Measuring/ Calculating Attainment of Outcomes, Mentoring Policy, Research Policy, Anti-ragging Policy, Grievance Policy, Library Policy, Infrastructure Policy, e-governance Policy, Green Cell Policy, Policy for Differently-abled.

The Admission Policy outlines the procedures and criteria for admitting students in our institution. It ensures a fair and transparent process for selecting students. The Examination Policy covers aspects such as scheduling, question paper setting, invigilation, evaluation, grading, and result declaration. The policy ensures that examinations are conducted in a fair and standardized manner, maintaining the integrity of the assessment process. It also addresses issues related to exam misconduct, re-evaluation, and the provision of additional support for students with special needs.

**Administrative Setup:**

Our institution is run by The Lions Club of Malad Borivali. It serves as the foundation and governing body for our college. Under the able guidance of the Board of Trustees and Governing Council, The Principal holds the pivotal role of overseeing all academic affairs and operations. In the organizational structure, the Internal Quality Assurance Cell (IQAC) takes precedence, diligently monitoring and enhancing the quality of education and institutional processes. The college boasts distinct Vice Principals for its aided and unaided sections, each serving as a dedicated and influential leader in their respective domains.

**Procedures:**

The institution benefits from the guidance provided by the Internal Quality Assurance Cell (IQAC), which ensures a seamless implementation of policies. To facilitate efficient execution, the institution has established a set of comprehensive Standard Operating Procedures (SOPs), meticulously outlining the processes required for various tasks and operations. Moreover, to safeguard the welfare and interests of all stakeholders, the institution has established key bodies such as the Internal Complaints Committee, Grievance Redressal Committees, and Anti-Ragging Cell. These statutory entities, in accordance with the guidelines set by UGC and the University of Mumbai, are dedicated to addressing and resolving grievances that may arise among the diverse stakeholders. In addition to these measures, the institution actively encourages student feedback and suggestions through the operation of a dedicated suggestion box, feedback forms, etc.

**Deployment of Institutional Strategic / Perspective / Development Plan:**

The stakeholders, with their collective expertise and vision, have meticulously crafted a comprehensive and forward-thinking strategic development plan spanning from 2015 to 2025. This blueprint serves as a guiding light for the institution year after year. With unwavering commitment, the institution endeavors to implement the objectives outlined in the development plan, ensuring that each milestone is met with precision, assiduoueness, smartness, techno-savy and dedication.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.2.2**

*Institution implements e-governance in its operations*

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

**Response:** A. All of the above



File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

The college has effective welfare measures in place for the teaching & non-teaching staff & avenues for career development. Besides intellectual and professional development, it also offers financial & health securities for its employees. Performance appraisal system of teaching & non-teaching staff is useful to sustain quality in all aspects of a workplace environment which support the well-being of its stakeholders.

Professional development is ensured through periodic training/ workshops / seminars. The management ensures the wellness of its employees and enables them to optimize their potential.

The following measures are:

**Teaching faculty:**

1. Felicitation of teachers who have completed Doctoral of Philosophy degree.
2. Financial advance in Lieu of payment of salary to newly appointed teachers.
3. Farewell ceremony for retiring faculty.
4. Provident Fund is taken up by the institute in place for all staff.
5. College provides Maternity leave & Paternity leave and Child care leave as well so that parents can take time off from work and care for their new born child.
6. Monetary incentives are in place to encourage Research Publications especially journals in UGC Care list.
7. Diwali gifts are given to staff.
8. Management disburses the salary even before the salary grant is received.

9.To provide a stress-free environment, recreation activities are conducted on a regular basis for teaching staff.

**Non Teaching faculty:**

- 1.College offers Financial support for employees suffering from chronic / prolonged illness.
- 2.Scholarships are awarded to staff’s ward in order to provide financial support for education.
- 3.On compassionate ground college offers job opportunities for Class IV level.

- Ms Saroj Jajot ( Sweeper) was appointed on compassionate ground on the expiry of her husband Mr Prakash Jajot.
- Mr Rajesh Dubey was appointed on compassionate ground on the expiry of his father, Late Lalmani Dubey
- Some of the children of our Ex Staff were appointed in the College by following the proper appointment process namely
  - Mr Sushil Yadav son of Mr R. B. Yadav
  - Mr Sandeep Wamanshe son of Mr Shantaram Wamanshe
  - Ms Asha Yadav daughter of Mr A P Yadav

- 1.Uniform and washing allowance provided to class IV staff.
- 2.Non-teaching staff are provided with Training programmes to upgrade their knowledge and to understand new changes.
- 3.Group medical facility is in place.
- 4.Practice of Rs. 275/- deduction from staff salary is conducted by college, which will lead to 5 lacs life insurance coverage under PM care fund, is in place.
- 5.College has provision to offer advance to needy staff.
- 6.On recommendations of management 50% fee waiver is offered for grade 3 & grade 4 staff’s wards who are studying in the same college.
- 7.Adminotsav – a grand intercollegiate admin festival of sports and other competitions are conducted for the admin staff that polishes their managerial skill.

- Besides this, Eminent, sincere and deserving employees are given large service tenure ensuring more stability.
- The college ensures constant upgradation of laboratories, library and other infrastructural facilities.
- Cordial and healthy relationship between the Employees and Management.
- excellent research oriented academic environment
- Non-Teaching staff are given charge of senior post if found efficient.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.3.2**

**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years****Response:** 40.24**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
25	18	26	23	9

<b>File Description</b>	<b>Document</b>
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.3.3*****Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*****Response:** 50.81**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
58	54	48	46	45

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
47	49	49	49	49

<b>File Description</b>	<b>Document</b>
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.4 Financial Management and Resource Mobilization****6.4.1**

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

Being a responsible Educational institute, the college is registered under the Maharashtra Public Trust Act 1950 and conducts a statutory external audit by S.S. Goenka and Associates. Financial audit of accounts is a predominant procedure that our college factually adhere to. Every year management appoints an auditor with professional degree in Chartered accounting to conduct the trust and college's external financial audit conferred with the charity commissioner's recommendations. The audit is executed on every requisite document including receipts vouchers, bank reconciliation statement, payment vouchers, bills, statements, etc. The accountants punctually maintain records of the receipts, payment and other financial activities in the books of accounts. Implemented a robust accounting system to accurately track income and expenses. The college has developed a comprehensive budget that outlines income sources, as well as projected expenses for various departmental activities. This helps in setting financial goals and tracking expenditure. College implements cost optimization by regularly assessing expenses and identify areas where costs can be reduced without compromising education quality. Look for opportunities to optimise energy consumption, negotiate contracts with vendors, and explore economies of scale. The cost dissipated for infrastructure enhancement are collated to the quotes

requested and the resolution adopted. The higher education department and State Government office conducts an external audit of the college. They make sure every financial document and financial record is double checked to avoid errors and they also provide supporting documents whenever required. College uses accounting software to streamline financial processes, track payments, generate reports and ensure compliance with auditing standards. All the clarifications are provided when the questions are raised. The college maintains records of the audit reports. College and financial transparency by regularly sharing financial reports and updates with stakeholders, including parents, faculty, staff and governing bodies. College continuously evaluate and adapt financial strategies and outcomes also, identify the areas of improvement; adapt to changing circumstances and stay updated on evolving financial management practices and regulations. The Principal of the college stringently indulges in the whole procedure and supervises it sternly. The report given by the auditor gives assurance to the college authorities to make financial statements and commitments. College make sure that all good practices regarding finance and resource mobilisation are followed religiously. This fosters trust and encourages engagement and support from the community. By implementing these strategies our college has enhanced the financial stability, and are able to optimise our resources and we are on the path of achieving sustainable growth as an educational institution. The college also does internal Audit of Accounts through its separate Internal Auditors, Ira and Consultants, Andheri, Mumbai. It also gets Audited by Auditor from Joint Director, Government of Maharashtra from time to time. Besides this, the college tires to raise funds from UGC, RUSA, ICSSR, NAAC, University of Mumbai etc. from time to time. The college also pursues NAAC for getting funds for organizing Seminar / Workshop / Conference etc. on Quality Parameters. The college also recieves funds for NCC, IQAC, NSS etc.for the Cadets and the Volunteers.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

#### Response:

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities. It consciously plans and promotes the academic and administrative performance of the institution. All quality enhancement processes are initiated and encouraged, sustained and maintained by the IQAC. All activities followed the PDCA Cycle - Plan . . . Do. . Check.... Act. Facilitation of planning**

of all Departmental activities was initiated by IQAC and its implementation is kept under regular check and control through internal and external audits.

All documents were formatted in accordance with the requirements of ISO 9001:2015. The Documented Information and Operations Manual is kept updated: <https://www.dalmialionscollege.ac.in/wp-content/uploads/Operating-Procedure.pdf> , <https://www.dalmialionscollege.ac.in/wp-content/uploads/220111151309-merged.pdf> .

It manages the quality assurance system for the teaching learning process. The Internal Quality Assurance Cell ensures maintenance of Quality Culture in the Teaching Learning process. At the institutional level it ensures preparation of following documents:

- Perspective Plan
- Academic Calender
- Teaching plan
- Time-Table
- List of Non-working days and holidays
- At the Departmental level it ensures the maintenance of following documents:
  - Departmental Plans
  - Departmental Meetings
  - Reviews Methods used for teaching learning process – documented in Log book
  - Review by HOD
  - Result Analysis and Feedback of students
  - Peer assessment
  - Self-Appraisal Reports

At Individual level the IQAC ensures that the faculty maintains the following documents:

- The Teaching plan
- The Daily Teaching Report/ Logbook

The Teaching Learning Process (TLP) the crux upon which the quality of the institution rests, thus it is minutely planned and monitored. The Internal Quality Assurance Cell of the college has developed a systematic well planned Teaching Learning Process (TLP) :

The following steps are followed in the planning of the TLProcesses and other activities:

<https://www.dalmialionscollege.ac.in/quality-assurance-system-t-l-p/>

In addition to the above process the IQAC has been facilitating the teaching learning Process and has been successful in the following venture this year. The Daily Teaching Report is maintained, during the pandemic it was maintained in Excel spreadsheet shared with all the teachers.

Setting up Google classroom/ LMS for all students is undertaken by IQAC to ensure that the teachers enlighten the students digitally.

To enhance student research the IQAC initiated the Student Research Conference, a novel experiential learning process, also a Best Practice wherein students themselves organise the conference for the

students and by the students. <https://www.dalmialionscollege.ac.in/student-research-cell/> , <http://www.dalmialionscollege.ac.in/wp-content/uploads/Conferences-by-the-Students-for-the-Students.pdf>

Some of the activities that it regularly conducted in the last five years :

**Orientation Programme for freshers**

**Audits – Internal and External and Training Internal Auditors:**

**Quality Circle**

**Student Research Cell**

**Publication of Student Research Journal :**The Research papers of Students were edited and published in Student Research Journal called *Adhyayan*.

**Quality enhancement Workshops for teaching and non teaching**

**360 Degree Feedback System – Best practice of the institution**

**Fare Forward - The IQAC Newsletter :**With the support of the Student Quality Circle, the IQAC disseminates news of its activities to its stakeholders after every six months. <https://www.dalmialionscollege.ac.in/newsletters-of-iqac/>

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5.2

**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

**Response:** A. Any 4 or more of the above

<b>File Description</b>	<b>Document</b>
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

**Response:**

**‘Prahladrai Dalmia Lions College of Commerce and Economics’ is an institute that has primarily focused on performing best practices every year with the sole aim of inculcating best values in the young minds. The institute has conducted workshops such as ‘Workshop on Self-Defence, Prevention of Sexual Violence, and ‘You, Me, and Sexuality’, where students were enlightened on their rights and were also informed about the concept of sexuality. To indoctrinate the skills of research in students and to guide them on the importance of gender sensitization and women's empowerment, the institute conducted an intercollegiate ‘Conference on Gender Sensitization’ and an intercollegiate ‘Student Research Conference on Women's Empowerment’. The college installed a sanitary pad disposal bin, a separate library for women, and a Ladies Common Room as part of the college infrastructure which confirmed that all women at the institute feel at ease. A female security guard has been appointed who effectively handles women and their inquiries. The institution also actively started a ‘Sanitary Pad Donation’ as a major step to comfort them during their menstrual cycle. As a part of ‘The Department of Lifelong Learning and Extension’ (DLLE), the institute has conducted a survey on status of women in society. A workshop on ‘Sexual Harassment Prevention’ was also conducted to guide students on sexual harassment prevention. To understand the struggles of women, a lecture on ‘Challenges Faced by Women in India’ was arranged. To celebrate the women entrepreneurs the college also initiated an offline seminar on ‘Women Entrepreneurship’. To ensure the holistic development of women the institute has appointed ‘Dr. Trupti Bharach’ (Founder of Kurves and Smiles), a psychological counsellor who takes care of the mental health of students and staff equally. The institute supports women leaders, the institute’s management through various designations such as IQAC, Vice Principal of Degree and Self-Finance Courses, and Head Clerk. The epitome of women’s empowerment was the president of the institute, who for three different years had women leaders leading the social welfare activities. The institute organised a session on ‘Relevance of Savitri Bai Phule for Today’s Urban Women’ on the 190th Jayanti of Savitri Bai Phule. On the occasion of Women’s Day, the Women Development Cell had organised an event called 'Pledge Wall’ for all the staff members of the college, including teachers. The institute has set up an Internal Complaints Committee which examines all the concerns related to the workplace and makes suggestions and proposals to the institute regarding the same. The institute has conducted surveys for women to understand their concerns on a deeper level through ‘Survey on Women Rights’ and ‘Survey on Women Safety’. The National Service Scheme (NSS) Department of the college conducted various events such as ‘Run for Unity’, 'Red Ribbon Club’, ‘Street Play at Janeev’ and 'Workshops on Sexual Harassments’ to promote gender equity. Prahladrai Dalmia Lions College of Commerce and Economics has always put their best foot forward in conducting many such sessions and workshops**

**to create a change in society in the best way possible. Gender Audit is conducted.**

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

**The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

**Response:** A. 4 or All of the above

<b>File Description</b>	<b>Document</b>
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

##### **Response:**

Our College consistently strives to foster an inclusive environment that promotes tolerance, harmony, and understanding among individuals from diverse cultural, regional, linguistic, communal, and socioeconomic backgrounds. It sensitizes its students and employees to the constitutional obligations, values, rights, duties, and responsibilities of citizens. The following initiatives exemplify the institution's commitment to these principles:

##### **Cells and Committees for inclusive environment :**

The BhashaSahitya Sabha (Multi Lingual Literary Association) conducts various activities to bring an awareness and appreciation of cultural, regional, linguistic diversity. The Communal Harmony Committee has been proactive in creating an awareness regarding issues relating communal harmony. Inclusion Cell, Women Development Cell and Counselling Cell help in sensitising students and employees in creation of an atmosphere of tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic issues.

##### **Donation Drives:**

In 2017-18, the Department of Lifelong Learning and Extension (DLLE) organized donation drives to provide essential items such as footwear, toothbrushes, toothpaste, chocolates, biscuits, cupboards, tables, chairs, sarees, towels, and mats to school children, schools, and the Bayap Hall. These initiatives aimed to support underprivileged individuals and communities, fostering a sense of empathy and social responsibility among the college's students and staff.

**Awareness Programs:**

The college organized various awareness programs to educate and sensitize students and employees on important social issues. These initiatives included a mime act titled "Chuppi" by the Bachelor of Accounting and Financial Management (BAF) department, a talk on the Right to Information (RTI) by the Department of Business Communication (BC), an anti-narcotics campaign by the National Service Scheme (NSS), and a lecture on hygiene by the Women's Development Cell (WDC). These programs aimed to enhance understanding and create a sense of social consciousness.

**Workshops and Sessions:**

The college conducted self-defense sessions by Mr. Ram Kotap, a renowned expert, to empower students and employees with essential self-defense skills. Workshops on leadership, relationships, sexual harassment prevention, and action were organized by the Counseling Cell and Internal Complaint Cell (ICC), respectively. These initiatives focused on instilling values of leadership, respect, and safety among the college community.

**Social Engagement:**

The college actively participated in various social activities, including blood donation camps, disaster management for flood relief operations, and visits to NGOs such as old age homes, orphanages, disabled homes, and police stations. These activities were organized by different departments and clubs such as DLLE, NSS, Economics and Foundation Course department, and NCC. By engaging with different segments of society, the college aimed to promote empathy, compassion, and social responsibility among its students.

**Special Celebrations:**

The college celebrated significant events and occasions that hold cultural and historical importance. Teachers' Day, Independence Day, Guru Purnima, Republic Day, and Gandhi Jayanti were commemorated through various activities, including bhajan sandhya, flag collection drives, rallies, and discussions on important topics. These celebrations aimed to instill a sense of pride, patriotism, and respect for the national and historical figures. Green Audit, Energy Audit is conducted. Our institution has been awarded with Clean and Green Campus Award in the year 2021 by International Association of Environmentalists and Eco-Socialists for sustainability.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</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**

**Response:**

**Best Practice No 1 : Entrepreneurial Premiere League – Virtual Prashnotri 2k21**

**1. Goal :** To provide platform to learner's to create their own start up. To guide on various areas of start-up and initial finance. Scouting for new ideas, market intelligence and competition. To enhance the learner's decision making skills, combining team building with business related discovery

**2. The Context:** The Intra College entrepreneurial event-“VIRTUAL EPL” organized by BMS program in association with Incubation Cell took place in 3 different phases through online mode. The event is organized every year with the objective to provide platform to the students to showcase their entrepreneurial skills. This EPL was about showcasing business planning skills through developing business plans.

**3. The Practice :** In Phase- I (“Beginning is winning”) Phase-I was a webinar round. The webinar was conducted by Mr. Shashikant Chaudhary (Student Start-up Guru) on 19th March, 2021 at Google meets. The webinar was attended by 250 students from different streams. The webinar was too informative and helpful for the participants to create a business model for the second phase of the event. He talked about a different area to be covered under a business model. He gave us an example of a business canvas that covers key partners, key resources, value propositions, key activities, channels, customer segments, customer relationships, revenue streams, and the cost structure of a business. The event was made more fun and interesting when the audience was allowed to ask the question of guests. All the participants were given certificate. In Phase - II (Dare to develop) this phase was about the development of the business model by the participants and teams. The team can be consisting of a minimum of 1 member and a maximum of 6 members. The last date of submission was 4th April 2020. The model submission was allowed in any format (PDF, PPT). The model should cover all the following essential elements for a business plan: an executive summary, company description, market research, description of products and services, management and operational structure, marketing and sales strategy, and financials. The BMS team received 40 businesses prepared by students of different streams. As this round was about the selection of the best business model, to present it in front of the panel in the next round. From the 40 models, 8 best models were selected by the professionals. In Phase - II (Risk and Reward) this was the last phase of the EPL held on 10th April 2020 on an online platform Google meeting. This was the presentation round for 8 selected teams In front of the judge for the day Mr. Arun Rawat; Digital Start-up Specialist. All 8 teams presented their business and explained. The Q&A round was conducted by the judge. The judge explained to all the participants about required changes and corrections in their models. The event was well organized by team EPL.

**4. Evidence of Success:** The department organizes EPL an annual intra-collegiate event for the students of the college to showcase their entrepreneurial skills. Entrepreneurial Premier League motivates students to explore education beyond the classroom walls and acquire skills that would propel their ideas. EPL has creatively come up with a platform of discovering among the students' entrepreneurial skills, to learn first-hand about new ideas, to meet and know customers' expectations, to learn collaboration, teamwork & to cope better with challenges in practical life. The department continued its best practice even online through a virtual platform.

**5. Problems Encountered and Resources Required:** As few of the learners were presenting first time their startup ideas, they were unable to execute it as planned due to lack of communication skills. Technical problem was faced during the event as it was conducted online on Google Meet platform.

**6. Contact Details:** Name of the Principal: Prof. (Dr.) D.N.Ganjewar Name of the Institution: Prahladrai Dalmia Lions College of Commerce & Economics, City: Malad, Mumbai, Pin Code: 400064 Accredited Status :B, Work Phone: Ph. 022 35112985 Ph. 022 35115316

Website: <https://www.dalmialionscollege.ac.in/> Email : [dalmialionscollege@gmail.com](mailto:dalmialionscollege@gmail.com) Mobile: 9970814575

### **Best Practice No. 2 : Health and Hygiene Donation Bank : 'Give Pad, Give Hygiene'**

**1. Goal:** To reach out to the needy women in the orphanages and rural areas in terms of Hygiene and Menstrual Health.

**2. The Context:** Study on Hygiene and Menstrual Health in orphanages and rural India indicates that women do not have access to sanitary products or are unable to afford such products due to high cost. Needs and requirements of the adolescent girls and women are often ignored. The Women Development Cell and Department of Economics and Foundation Course of our college therefore took upon themselves the onus of reaching out to some of these women in their own little way.

**3. The Practice:** The students are motivated to participate in the Pad Collection Drive through **Health and Hygiene Donation Bank** with slogan: "Give Pad, Give Hygiene". Each student was motivated to donate at least one pad. This resulted in sensitizing the students towards problem of hygiene for women in rural areas. The once taboo word – pad was now through constant usage and discussion became the focus of reaching out to the less privileged. Eventually 1050 pads were collected and distributed amongst women of villages - Tiwari, (Chiplun), Vajegaon, Kalane, Male, Putharpunj, Kasheli (Patan) of Ratnagiri, Satara District and Orphanages of Mumbai.

**4. Evidence of Success:** Women became fully aware with their health and hygiene during menstrual period. College students perceived the effect of **Health and Hygiene Donation Bank**.

**5. Problems Encountered and Resources Required:** The girl students were earlier apprehensive of garnering support from the boys. Secondly finding an appropriate rural area wherein the pads could be donated and reaching out to them positively was a formidable task.

**6. Contact Details:** Name of the Principal: Prof. (Dr.) D.N.Ganjewar Name of the Institution: Prahladrai Dalmia Lions College of Commerce & Economics, City: Malad, Mumbai, Pin Code: 400064 Accredited Status :B, Work Phone: Ph. 022 35112985 Ph. 022 35115316. Website: <https://www.dalmialionscollege.ac.in/> Email : [dalmialionscollege@gmail.com](mailto:dalmialionscollege@gmail.com) Mobile: 9970814575

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

#### **Our Institutional Distinctiveness**

Our college adheres to the motto of “*Vyaparey Seva*” which also encapsulates the vision of “*progress and development of the society, keeping in mind...the values of humanity and social responsibility.*”

Our forte is social outreach and we abide by our core values which also includes “*Each one Reach one*”. We aim to intensify the endeavor to infuse the belief of social outreach in the students as well as in the citizens through them.

To fulfill the aims, our students have taken up several projects every year.

The major projects taken up every year are:

- **The Dalmian Community Project: Reaching out to Tribal village – Osarvira**, Palghar District. Osarvira was another village catered to by the college student and management since 2015-16 until 2017-18. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Dalmian-community-project.pdf>
- **Project Learning by doing: Reaching out to NGOs – Old Age Homes, Orphanages,**

Special Homes, wherein each of the first year and second student visits orphanages and destitute centers every year. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Project-learning-by-doing.pdf>

- **Project *Ek Kitab Ek Kalam*** had been carried out to reach out in providing basic necessities books and pen to the school children of the tribal belt of Palghar district to more than 2000+ students well as Swami Vivekananda Ashram and a school in Saphale. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/ek-kalm-ek-kitab.pdf>
- **The “Give Pad Give Hygiene” Project** wherein 1050 pads were collected and distributed amongst women of villages of Tiware, (Chiplun), Vajegaon (V. S.) Kalane, Male, Putharpunj, Kasheli (Patan) of Ratnagiri and Satara District. <https://www.dalmialionscollege.ac.in/wp-content/uploads/Give-Pad-Give-Hygiene-1.pdf>

The older projects are continued and newer projects get added each year.

In the academic year 2021 – 22 the new projects were the Corona Virus Vaccination Drive and a project called Art Of Giving. Details can be accessed on <https://www.dalmialionscollege.ac.in/wp-content/uploads/CORONA-VIRUS-VACCINATION-DRIVE.pdf> and <https://www.dalmialionscollege.ac.in/wp-content/uploads/ART-OF-GIVING.pdf>

In the year 2020-21 two projects were worked upon –

**Inspire to Serve project :** The Lions Club of Malad-Borivli , floated the Inspire to Serve project wherein students under the mentorship for the teaching staff were encouraged to work upon social service projects. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/JSS-Inspire-to-Serve-PDLC-2020-21.pdf>

**Reaching out by the Disaster Management Cell:** The Disaster Management Cell of our college took the initiative to reach the unreached of the slums of Appa Pada in Malad (East) and Kranti Nagar in Kandivali (East), Mumbai. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Reaching-out-by-the-Disaster-Management-Cell.pdf>

In the year 2019-20 following projects were worked upon :

**Flood Relief Operation by Disaster Management Cell –** Flood Relief Operation by DMC was successfully carried out at Tiware Dam,Ratnagiri. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Flood-relief-operation-by-DMC-2019-20-1.pdf>

**Sustainable Lifestyle @ Agriculture –** Sustainable Lifestyle @ Agriculture, an innovative experiential learning project was undertaken by Department of Commerce <https://www.dalmialionscollege.ac.in/wp-content/uploads/Sustainable-Lifestyle-@-Agriculture-2019-20-1.pdf>

In the year 2018 – 2019 our students were involved in the following projects :

**Project Muskaan** (A drive to spread smiles) was carried out by students of DLLE. The students were taken to various orphanages and old age homes in Malad, Borivali, Kandivali, Bhayander and Andheri. Various issues of hygiene were discussed in order to spread awareness. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Project-Muskaan.pdf>

**Student Leadership Program:** IDF (Indian Development Foundation) along with BAF department collaboration organized a workshop in the academic year 2018-19 on student leadership program where students were encouraged to take up teaching the weaker sections of the society which will later turn up in an increase in number of the educated crowd and help in creation of a better society with healthy minds. The session for the same program was carried out in Anjuman Islamic Girls High School, Bandra West. For details see <https://www.dalmialionscollege.ac.in/wp-content/uploads/Student-Leadership-Program.pdf>

**Supporting Voice Vision :** The institute has always promoted empowerment, 2018-19 the college collaborated with *Voice and Vision Life* supporters for empowering persons with disabilities and helping them become efficient first – responders. <https://www.youtube.com/watch?v=Mm8athmj3-A>



**Project “Ek Mutthi Anaj”** collection drive was carried out from 4th to 14th October 2017 and saw a collection of 1385 kg of rice which was then donated in the village of Vanai in Vangaon, a rural area in Dhahanu taluka of Palghar district, Maharashtra to help the villagers celebrate the festival of Diwali. For details see : <https://www.dalmialionscollege.ac.in/wp-content/uploads/Ek-Mutthi-Anaj.pdf>

Some of the projects undertaken every year by our students are: Blood Donation Camp, Anaj Dan, participating in Dan Utsav, which helped many in crisis of food and clothes. Biscuit Donation, Run for Unity, Tree Plantation projects, Cyclothon - campaigning on bicycles to spread awareness about nature and other crucial issues, and many more.

**The Study-Buddy concept** is in place as students who are proficient in subjects such as accountancy reach out and mentor fellow students who struggle with certain concepts.

Our institution is run by the Lions Club of Malad-Borivali, an international social organization and thus the Lions motto "We Serve" is the foundation upon which the edifice of our institution is built. Bringing about collective growth and development through Community service - “*Vyaparey Seva*” is strongly reiterated in all our endeavours. The vision envisaged by the stalwarts of the Lions Club has been converted into reality and “community service” is the foundation stone upon which the institution proudly has completed fifty glorious years of serving the society by imparting education on the parameters of excellence and service.

#### **Distinctive Alumni Abroad :**

The college has more than 2000 Alumni bearing distinctive posts in various field throughout the world.

Our Core values being :

- Contributing to National Development
- Fostering Global Competence
- Quest for Excellence
- Sensitizing students towards Social, Environmental & Cultural Issues
- Promoting Right Use of Technology
- Each One Reach One

We ensure that our Mission , “*Providing quality commerce education, using innovative teaching methods and ensuring holistic development of students who will serve through value-based business practices*” is fulfilled by concentrating on pedagogies and methodologies both curricula and extra-curricular, that inculcate in our students the importance of ethics, hard work and commitment to excellence.

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

## 5. CONCLUSION

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### Additional Information :

#### OUR MOTTO:

“Vyaparey Seva” is our Motto which when translated reads: “Let Commerce be Service”. It concentrates on serving the society through value based business practices . Our motto reflects our priority : “ a commitment to providing quality service”.

#### OBJECTIVES

- To impart quality education in the faculty of Commerce to students.
- To achieve high standards in the quality of education as well as to inculcate social awareness and to serve the society.
- To inculcate qualities of discipline and build the character of students.
- To provide a platform to organise various sports and cultural events, to participate in inter-collegiate events and to achieve excellence in co-curricular activities.

#### Our Core Values

- Contributing to National Development
- Fostering Global Competence
- Quest for Excellence
- Sensitizing students towards Social, Environmental & Cultural Issues
- Promoting Right Use of Technology
- Each One Reach One

#### Our Quality Policy

We at Prahladrai Dalmia Lions College of Commerce & Economics are committed for disseminating Quality Education to students in the field of Commerce to facilitate development of Trade and Industries.

#### This shall be achieved through :

1. Embracing contemporary educational trends in the field of Commerce.
2. Creating proactive learning culture among staff and students.
3. Professional development of students imbibing strong ethical values.
4. Continuous Improvement in Operational Process with the help of ISO 9001:2015 Standard.

### Concluding Remarks :

Prahladrai Dalmia Lions College of Commerce and Economics, Malad (West), Mumbai is a brand in itself as regards the higher education in the faculty of commerce. Since its inception has been striving for excellence in every sphere, be it academic, curricular, co-curricular or extra-curricular. We concentrate on holistic development of student which is visible through the fact that many of our Alumni are holding prestigious

positions of responsibility in the society today. To name a few : Former Chief Justice - Shri Justice Ramesh Dhanuka, Bombay Highcourt, Advocate Anil Singh - President Bar Council of Goa, Mr.Mukul Agarwal - One of theTop Ten Share Trader of India, Shahid Mr.Vijay Salaskar- Senior Police Officer (ATS), Gaurav Gambhir - Beat Boxer, Pradeep Ghisulal Rathod - Founder of Cello Industries Pvt. Ltd. and various artist of the bollywood Mr. Manish Wadhwa (Gadar 2 Fame), Mr. Amit Bhatt (Tarak Mehta Ka Ulta Chashma), Mr. Ganesh Hegde (Choreographer). To sum up, we nurture talent in our students in various ways through which they win accolades for the institute. We transform our students into icons of tommorrow.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification : 31 Answer After DVV Verification :30</p>																				
1.2.2	<p><b><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></b></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3088</td> <td>2737</td> <td>1810</td> <td>1841</td> <td>2583</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3088</td> <td>2737</td> <td>1810</td> <td>1841</td> <td>2583</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	3088	2737	1810	1841	2583	2021-22	2020-21	2019-20	2018-19	2017-18	3088	2737	1810	1841	2583
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2021-22	2020-21	2019-20	2018-19	2017-18																	
3088	2737	1810	1841	2583																	
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p>1.3.2.1. <b>Number of students undertaking project work/field work / internships</b> Answer before DVV Verification : 2602 Answer after DVV Verification: 2639</p>																				
2.4.2	<p><b><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></b></p> <p>2.4.2.1. <b>Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>21</td> <td>23</td> <td>21</td> <td>20</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>21</td> <td>23</td> <td>21</td> <td>20</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	22	21	23	21	20	2021-22	2020-21	2019-20	2018-19	2017-18	22	21	23	21	20
2021-22	2020-21	2019-20	2018-19	2017-18																	
22	21	23	21	20																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
22	21	23	21	20																	

22	21	23	21	20
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3.2.2 **Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
14	13	21	9	8

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	10	17	5	7

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
10	6	24	17	18

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
10	20	17	15	9

3.3.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
16	15	8	7	16

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
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16	8	5	15	8
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3.4.3 **Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

**3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
13	13	23	15	21

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
13	11	23	14	21

3.5.1 **Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.**

Answer before DVV Verification : 136

Answer After DVV Verification : 121

4.3.2 **Student – Computer ratio (Data for the latest completed academic year)**

**4.3.2.1. Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 172

Answer after DVV Verification: 172

5.1.2 **Following capacity development and skills enhancement activities are organised for improving students' capability**

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1983	1970	1887	1963	1808

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1983	1970	1887	1963	1808

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

5.2.2 ***Percentage of students qualifying in state/national/ international level examinations during the last five years***

**5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
128	71	78	89	25

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
127	69	77	89	25

5.3.2 ***Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)***

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
20	3	29	41	65

Answer After DVV Verification :



2021-22	2020-21	2019-20	2018-19	2017-18
19	0	23	30	58

6.2.2 ***Institution implements e-governance in its operations***

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.2 **Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
39	32	26	23	9

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
25	18	26	23	9

6.3.3 ***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years***

**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
58	54	48	46	45

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
58	54	48	46	45

**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
47	49	49	49	49

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
47	49	49	49	49

6.5.2	<p><b>Quality assurance initiatives of the institution include:</b></p> <ol style="list-style-type: none"> <li><b>1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented</b></li> <li><b>2. Academic and Administrative Audit (AAA) and follow-up action taken</b></li> <li><b>3. Collaborative quality initiatives with other institution(s)</b></li> <li><b>4. Participation in NIRF and other recognized rankings</b></li> <li><b>5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: A. Any 4 or more of the above</p>
7.1.2	<p><b>The Institution has facilities and initiatives for</b></p> <ol style="list-style-type: none"> <li><b>1. Alternate sources of energy and energy conservation measures</b></li> <li><b>2. Management of the various types of degradable and nondegradable waste</b></li> <li><b>3. Water conservation</b></li> <li><b>4. Green campus initiatives</b></li> <li><b>5. Disabled-friendly, barrier free environment</b></li> </ol> <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above</p>
7.1.3	<p><b>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit / Environment audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Clean and green campus initiatives</b></li> <li><b>4. Beyond the campus environmental promotion activities</b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	<p><b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 78</p>

Answer after DVV Verification : 78

1.2 **Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
49	49	51	50	50

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
49	49	52	50	51