



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	PILLAI COLLEGE OF ARTS, COMMERCE & SCIENCE (AUTONOMOUS)
Name of the head of the Institution	Dr. Gajanan Wader
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02227451700
Mobile no.	9892061548
Registered Email	pcacsoffice@gmail.com
Alternate Email	pcacsiqac@mes.ac.in
Address	Dr.K.M.Vasudevan Pillai Campus, Sector-16
City/Town	New Panvel
State/UT	Maharashtra
Pincode	410206

2. Institutional Status																															
Affiliated / Constituent			Affiliated																												
Type of Institution			Co-education																												
Location			Semi-urban																												
Financial Status			private																												
Name of the IQAC co-ordinator/Director			Dr. Aarti Sukheja																												
Phone no/Alternate Phone no.			02227451700																												
Mobile no.			9930186306																												
Registered Email			aartis@mes.ac.in																												
Alternate Email			pcacsiqac@mes.ac.in																												
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)			https://pcacs.ac.in/iqac/annual-quality-assurance-report/																												
4. Whether Academic Calendar prepared during the year			Yes																												
if yes,whether it is uploaded in the institutional website: Weblink :			https://pcacs.ac.in/about-us/academic-calendar/																												
5. Accreditation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>85.65</td> <td>2004</td> <td>03-May-2004</td> <td>02-May-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.23</td> <td>2011</td> <td>08-Jan-2011</td> <td>07-Jan-2016</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.25</td> <td>2016</td> <td>16-Sep-2016</td> <td>15-Sep-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	A	85.65	2004	03-May-2004	02-May-2009	2	A	3.23	2011	08-Jan-2011	07-Jan-2016	3	A	3.25	2016	16-Sep-2016	15-Sep-2021
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3	A	3.25	2016	16-Sep-2016	15-Sep-2021																										
6. Date of Establishment of IQAC			13-Jun-2007																												
7. Internal Quality Assurance System																															
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IQAC		
ISO Audit	24-Sep-2018 1	65
National Level Seminar on Innovative Teaching & Research	04-Oct-2018 1	32
NAAC Sponsored National Workshop on AQAR Writing & Submission in the light of new NAAC guidelines	30-Mar-2019 1	47
Internal Academic Audit	10-Jul-2018 12	65
Participated in Unnat Bharat Abhiyan	09-Oct-2018 7	879
Participated in Atal Ranking of Institutions on Innovation Achievements (ARIIA), MHRD, Govt. of India	30-Oct-2018 1	0
Participated in National Institutional Ranking Framework	19-Nov-2018 1	0
Applied for U.G.C. Block Grant Scheme	10-Dec-2018 0	0
Applied for RUSA Scheme, MHRD	08-Jul-2018 0	0
Green Audit - Preliminary Audit	30-May-2019 1	0
Students Feedback - First term	10-Dec-2018 3	4054
Students Feedback - Second term	13-Mar-2019 2	4054
Students Satisfaction Survey	23-Apr-2019 5	2967
First IQAC Meeting	13-Jul-2018 1	26
Second IQAC Meeting	22-Sep-2018 1	26
Third IQAC Meeting	15-Dec-2018 1	26
Fourth IQAC Meeting	07-Mar-2019 1	26
Fifth IQAC Meeting	08-Apr-2019 1	26
AQAR Submission	10-May-2018 0	0
Developed E-content	03-Oct-2018 1	2054

Developed E-content	21-Jul-2018 1	1016
Developed E-content	12-Dec-2018 1	111

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

Yes

If yes, mention the amount

10000

Year

2019

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

1. Autonomous Status 2. Ph.D. Research Centre 3. Formation of Navi Mumbai College Association (NMCA) 4. Autonomous Collaborative Certificate Courses 5. Formation of Intellectual Property Rights Cell (IPR) IPR Policy

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

Plan of Action	Achivements/Outcomes
Autonomous status	College had applied for an autonomous status in 2018 following which an inspection was carried out on March 15 and 16, 2019 by a committee set up to examine applications for grant of autonomous status.
Ph.D. Research Centre	Permission granted for Ph.D. Research Centre affiliated to University of Mumbai offering Ph.D. Degree in Commerce in the subjects of Accountancy, Business Economics and Business Policy & Administration from the Academic Year 2018-2019.
Autonomous Certificate Courses	Started Autonomous Certificate Courses by in-house Board of Studies: Digital Marketing, Ethical Hacking, Advanced Excel, Financial Modeling, Soft Skills, Basics of Securities Market and Food Technology.
Collaborative Certificate Courses	Started Collaborative Certificate Courses: Aptitude & Soft Skills (Campus Credentials), Certificate Tax Accountant Plus (Satyam Institute)
Formation of Navi Mumbai Colleges Association	Community Interface Committee of the college led to the formation of Navi Mumbai Colleges Association in which Memorandum of Understanding was signed with 6 Colleges in the vicinity to promote cooperation among neighboring Colleges with a view of improving the quality of higher education in the region by sharing resources in Teaching, Learning, Research and Extension on 20th Aug. 2018
Formation of Intellectual Policy Rights (IPR) Cell and IPR Policy	Intellectual Policy Rights (IPR) Cell was constituted on 26th Nov. 2018 and IPR Policy was framed on 25th Jan.2019 • Organized National Level Seminar on Intellectual Property Rights and its Role in Indian Economy by Incubation Cell, in association with Centre for Incubation and Business Acceleration (CIBA), Mumbai on 1st April,2019
Seminar/Workshop/Training Programmes	Seminar/Workshop/Conference Committee in association various committees & departments had organized Workshops - 4, Conference - 2 & Seminar -1 of National and International Level in the academic year
Faculty and student participation in research	A large number of faculty presented research papers in various conferences/ seminars/ symposiums and 4 faculties were awarded Ph.D. degree's. 26 groups

	of Student's participation in the Avishkar Research Convention 2018-19 Out of which 5 groups qualified for the First round and at the University round out of 5 entries 1 entry qualified
Developing E- Content by teachers	Following 3 faculties developed E-content for students on the following topic on MES E-Learning {Institutional (Learning Management System)} Mr. Shardul Buva -topic on Non-integrated Accounting System (https://www.youtube.com/watch?v=E5LIpX9xJjY&t=244s) & Non-integrated Accounting System (https://www.youtube.com/watch?v=wwYjCcSk4HE&t=155s) Ms. Gurpreet Kaur - topic on The Constitution of India -I & II (https://www.youtube.com/watch?v=5NRFoipNJvc & https://www.youtube.com/watch?v=xAmcvoaRTSo) Dr. Monali Ray-topic on Internal Reconstruction, Financial Accounting (https://www.youtube.com/watch?v=ZDlJX6W4_D4&t=174s)
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	20-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Pillai College maintains MIS to support its academic program and administrative operations. We have successfully automated most processes in the college to improve the efficiency of operations. E based system is available for the following: <ul style="list-style-type: none"> • Admission (Requirements, Eligibility, Prospectus, M.E.S. Online Enquiry Form) • Online Examination Facilities (Examination Calendar, Online ATKT Form Filing, Online Results, Exam Time

Table, Passing Standards, Unfair Means)

- Railway Concession Forms
- Attendance
- Feedback Day to day academic and administrative work is made easy with the help of the MIS. Library is fully computerized and functions through automated KOHA software. The attendance and assessment monitoring with detailed analysis is done through centralized MIS and transparency is prevailed. Campus Care is the software used for attendance. Progress through their attendance records is also analysed through MIS. Special training for MIS and how to handle them, was given to every faculty. The internal assessment test marks are entered in the MIS. Students IT resources are provided to all students of the college as well as teaching and supporting staff. The College seeks to ensure the integrity of IT resources made available to the community to prevent disruption to academic and administrative requirements. The college has a LAN through which students, teachers and supporting staff can access the current data base of students, their academic performance as also other academic query. Information Technology resources refer to all computers and communication facilities, service and resources including but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by the College.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

While revision and up gradation of the syllabus is done at the University level, the college has a mechanism for effective curriculum delivery and documentation. Well planned curriculum delivery and documentation is obtained through the following mechanism: 1. Teaching Plan Before commencement of each term, Teaching Plans are made by each faculty teaching the subject which details out the number of lectures in each week in the subject and total number of lectures allotted in the subject. 2. Conducting / participating in subject oriented workshop • The following Syllabus Revision Workshops were organised in the current academic year: ? B.M.S. : 21st July, 2018. ? Department of Economics: 30th June, 2018. ? B.Sc. I.T. & C.S. : 24th July, 2018. 3. Academic Diary Academic Diary is prepared by each faculty teaching the subject and is

signed by the Head of the Institution as well as the Head of the Department and necessary corrections are made in case of necessity. 4. Academic Calendar Academic Calendar prepared at the beginning of the academic year gives clear indication of non- academic activities, holidays etc. which helps the faculty to deliver curriculum in time 5. Minutes of departmental meeting Regular departmental meeting are held for interaction with subject teachers for co-ordination 6. Class co-ordinators (Students) meeting We have a new system of appointing class coordinators in each class who is normally a first class student, with an intention of back checking the curriculum delivery. Regular meetings of Class Coordinators/Representatives ensures second line of feedback 7. Portion completion certificate End of each semester each subject teacher has to submit a portion completion certificate to the co-ordinator of the concerned department. 8. Feedback (Formal as well as informal) Feedback regarding curriculum delivery is undertaken in Departmental Meeting which is a regular activity. Heads of the Department, through informal interaction with the class coordinators gather information about the progress of curriculum delivery. 9. Participation of teachers in meting related to curriculum design as number of Board of Studies / Expert Teachers from the college are actively involved in curriculum design through members of Boards of Studies, members of syllabus committees, and participation of syllabus revision workshops Initiatives by the institution Though the curriculum is designed and revised by the University, the college strives for the effective curriculum delivery by the following initiatives: • The college promotes the faculty to upgrade themselves by sending them to complete the Orientation and Refresher Courses. • The college encourages the faculty to organise and attend Syllabus Revision Workshops in order to upgrade them with the changed syllabi. • In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students. • Furthermore, for effective curriculum delivery, the college has got the provision of special/ remedial teaching for slow learners and bridge courses for different subjects.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Financial Modeling		22/02/2019	30	Employabilit y	Skill development
Basics of Securities Market		08/03/2019	30	Employabilit y	Skill development
IELTS		12/09/2018	30	Employabilit y	Skill development
Advanced Excel		14/02/2019	30	Employabilit y	Skill development
Food Technology		02/02/2019	30	Employabilit y	Skill development
Plant Tissue Culture Bioi nformatics		13/12/2018	30	Employabilit y	Skill development
Certified Tax Accountant Plus		28/09/2019	72	Employabilit y	Skill development

Tally ERP	08/08/2018	120	Employability	Skill development
GDCA	16/02/2019	40	Employability	Skill development
Digital marketing	23/02/2019	30	Entrepreneurship	Skill development
Ethical hacking	18/02/2019	30	Employability	Skill development
Aptitude Soft Skills	05/07/2018	60	Employability	Skill development
Soft Skills	10/08/2019	30	Employability	Skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Ph.D. in Accountancy	26/09/2018
PhD or DPhil	Ph.D. in Business Economics	26/09/2018
PhD or DPhil	Ph.D. in Business Policy & Management	26/09/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	472	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	T.Y.B.M.S. Internship for project work	146
BSc	T.Y.B. Sc. Biotechnology Internship for project work	67
MSc	M.Sc. Biotechnology Internship for project	30

work

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

1. Feedback is normally taken before a teacher is appointed. A teacher is given a topic and requested to engage lectures in two or three divisions. Only when the feedback is satisfactory he / she is appointed. 2. Regular semester feedback is taken online by the office staff at the end of each semester. 3. Such feedback is summarized by our I.T. department. Hardcopies of feedback are given to each department. 4. Each teacher participates in the discussion in the departmental meeting about the feedback. 5. Whenever feedback is not satisfactory concerned teacher is counselled by the HOD / Departmental coordinator. 6. Letter of Appreciation is given to all faculty having evaluation percentage more than 85. Letter of Caution is given to all faculty having evaluation percentage less than 50. a Other Stakeholder Feedback Policy The institution conducts feedback from all the stakeholders such as Parents, Alumni, Industry, Academic peers and the community in general. b Engaging Parents The Parent Teacher Association conducts periodic Parent Teacher Meetings at departmental level and action is taken for improvement in learning outcomes. Letters are sent to parents and notifications are to be put up on the college website for informing parents about their wards and the institutions activities. Parents are nominated as members of IQAC of the institution which meets 5 times in a year to discuss quality enhancement and sustenance initiatives of the institution. c Engaging Alumni(Standardised Format) Feedback is taken from the Alumni to improve educational effectiveness. d Engaging Industry (Standardised Format) Feedback from employers (Through Placement Cell) is taken to identify the need for sharpening relevant skills for enhancing career prospects of students. e Engaging Community (Through Meetings) Representative members from the community are the members of Internal Quality Assurance Cell, and College Development Committee wherein Community feedback is collected analyzed and action is taken for the improvement of the standard of teachinglearning in the college. f Engaging Management (Through Meetings) Regular Feedback is taken from the Management in Internal Quality Assurance Cell, Local Management Committee and College Development Committee Meetings. g Engaging Staff (Open Door Policy and other Forums) A Selfappraisal Form is filled by each teacher annually. The Principal evaluates the forms with each teacher, motivating her/him to look at specific areas where improvement is needed. h Teachers have various forums like Grievance Cell, Women Development Cell, Internal Complaints Committee through which they can get their grievances redressed. Also the Heads of the Institution follow a open door policy through which immediate feedback is received from the teachers regarding their expectations and aspirations. i Engaging NonTeaching Staff (Standardised Format) A Selfappraisal Form is filled by each NonTeaching Staff annually. The Principal evaluates the forms with each NonTeaching Staff, motivating her/him to look at specific areas where improvement is needed.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Regular	264	1237	266
BCom	Accounting & Finance	198	1043	182
BCom	Financial Markets	60	253	54
BA	Mass Media	144	545	142
BMS	-	264	1885	245
BSc	Information Technology	240	1323	238
BSc	Computer Science	132	778	130
BSc	Biotechnology	70	527	66
MCom	Accountancy	132	225	138
MSc	Information Technology	44	105	44
MSc	Biotechnology	33	80	33
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3672	382	62	6	68

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
62	62	16	20	20	9

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

- Yes, MECHANISM OF MENTORING POLICY • Mentoring Programme is organized every semester of each academic year. • Coordinator in consultation with the class teacher identifies weak students at second and third year levels as per the given criterion (Student with ATKT and DROPOUT) by 15th June in the first term and from first to third year by 30th November in the second term every year. • A meeting with selected weak students is conducted by class teacher to check the interest and need of students for the mentoring. Only interested students are a part of mentoring mechanism. • The Class Teacher appoints the subject teacher as mentors for

the required subject for each group to bridge the gap between learning skills and improve students' performance. Appointment of mentor teacher depends upon the level of difficulty faced by students in different subjects for e.g. subjects like B.C., F.C., Commerce EVS etc. may not be required subject for the mentoring. • Class teacher prepares a schedule of meeting of mentors and students. Schedule of meeting ensures that every subject teacher must have one meeting in a week with students. If there is more number of groups, schedule of each group is kept every alternative week. • To keep a track of performance of students, mentor teacher conduct tests every month following the schedule prepared by the class teacher. Apart from the test, practice assignments are also to give to the students. Mentor teacher maintains attendance sheet of meetings with students' mentee. • Mentor teacher forms peer learning groups of weak students and academically bright students and keeps a record of the notices and schedule of the meetings. • Mentor teacher maintains a record of attendance sheet, assignments, performance test. • At the end of every month (30th / 31st), mentor teacher is required to submit monthly followup report in the given format to the principal and to the department. • Class teacher maintains a list of student mentee, notice of appointment of mentor teacher and schedule of meeting of mentor teacher and student mentee. • To check the outcome of mentoring, Semester End exam result and ATKT exam result of the student is compared with previous results. Class teacher prepares comparative marks statement of students to quantify the outcome of mentoring programme. • In the subject of language such as Business Communication, mentor teacher identifies gaps in communication skills of students. Students are provided with the use of Language Lab to improve their English language skills. Subject teacher prepares schedule of visit of students to Language Lab. • Class teacher informs parents about students with mentoring needs, the mentoring procedure and the desired outcome of mentoring. • Coordinator of the respective ensures that all mentoring documents (from class teacher, mentor teacher) for record purpose is filed in department mentoring file. The Mentor Mentee Ratio (201819) is 2.375:1 (total mentoring students are 163 {(first term)75 (second term) 88} and mentor teacher 68)

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4054	62	2:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
63	63	0	8	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Mrs. Prerna Sharma	Assistant Professor	Best Teacher Award for Excellence in Mentoring Youth in Business Management by Nisha Foundation National Teachers and Education Reformers 2018 on 26th September, 2018 at Parliament House Annexe
2018	Mrs. Prerna Sharma	Assistant Professor	AAdarsh Shikshak Rajya Puraskar , State Level Award by Kondaji Namdev Dudhare Bahudeshiya Mandal, Nasik on

			2nd October, 2018
2018	Mrs. Prerna Sharma	Assistant Professor	Appointed as Member of F.Y.B.M.S. Syllabus Framing Committee, University of Mumbai
2018	Dr. Shabab Rizvi	Assistant Professor	First in Raigad District for Highest Blood donation Award and Cash Prize from University of Mumbai
2018	Dr. Shabab Rizvi	Assistant Professor	Leprosy Rehabilitation Award from Alert India
2018	Dr. Shabab Rizvi	Assistant Professor	Remedial Teaching in Government School located in Slum area Award From Kotak Foundation
2018	Prajakta Bapat	Assistant Professor	Remedial Teaching in Government School located in Slum area Award From Kotak Foundation
2018	Dr. Kumudini Das	Assistant Professor	Selected to present a research paper on the topic "Concordance and Discordance in reporting Ideal Family Size by the couples in India" at The fourth Asian Population Conference 2018 at Shanghai University, Shanghai China on 11th to 14th July, 2018
2018	Dr. Gajanan Wader	Principal	Appointed as Member of Board of Studies in the subject of Accountancy, Law Taxation by Brihan Maharashtra College of Commerce, Pune.
2018	Dr. Seema Somani	Associate Professor	Appointed as Vice Chancellor's

			Nominee in the Board of Studies Commerce in capacity of Member in Autonomous College C.K.T. College of Arts, Commerce Science, New Panvel for three years
2018	Dr. Seema Somani	Associate Professor	Panel member in the Selection Committee for appointment post of Assistant Professor as subject expert for B.M.S in ICLES Motilal Jhunjhunwala College of Arts, Science Commerce, Vashi on 23/06/2018
2018	Dr. Seema Somani	Associate Professor	Appointed as Vice Chancellor's Nominee as the Subject Expert in the Selection Committee for appointment to the post of Assistant Professor by S.K. College of Science and Commerce, Seawoods, Nerul (East), Navi Mumbai on 6th October, 2018
2018	Dr. Seema Somani	Associate Professor	Appointed as Vice Chancellor's Nominee as the Subject Expert Commerce in the Selection Committee for appointment to the post of Assistant Professor by Barns College of Arts, Science Commerce on 12th February, 2019
2018	Dr. Aarti Sukheja	IQAC / CIQA coordinator	Appointed as Member of Board of Studies in the subject of economics in Karmaveer Bhaurao Patil College,

			Vashi
2018	Dr. Farhat Shaikh	Assistant Professor	Appointed as Member of the Board of Studies in B.Com. Financial Markets as Vice Chancellor Nominee by Jai Hind College (Autonomous).
2018	Dr. Monali Ray	Associate Professor	Panel member in the Selection Committee for appointment to the post of Assistant Professor by S.K. College of Science and Commerce, Navi Mumbai on 6th October, 2018
2018	Dr. Navami Dayal	Assistant Professor	Received Copyrights from Copyright Office, Government of India for her Research work on "Histological and Bioaccumulation Evaluation of Gold Nano particles in Gonads of Zebrafish" (Registered no : L78260/2018)
2018	Dr. C.K.Prashant	Assistant Professor	Appointed as a consultant in iHeal Innovations LLP, New Delhi for providing advice in the area of Immunological and applications of nanotechnology
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	2C00141	Semester I /201819	07/12/2018	13/12/2018
BCom	2C00143	Semester III /201819	03/11/2018	01/12/2018

BCom	2C00142	Semester II /201819	13/05/2019	17/05/2019
BCom	2C00144	Semester IV/201819	03/05/2019	10/05/2019
BCom	2C00451	Semester I /201819	10/12/2018	13/12/2018
BCom	2C00453	Semester III /201819	03/11/2018	05/11/2018
BCom	2C00452	Semester II /201819	12/04/2019	18/04/2019
BCom	2C00454	Semester IV/201819	04/05/2019	11/05/2019
BMS	2M00151	Semester I/201819	10/12/2018	13/12/2018
BMS	2M00153	Semester III /201819	03/11/2018	05/11/2018
BMS	2M00152	Semester II /201819	12/04/2019	22/04/2019
BMS	2M00154	Semester IV /201819	04/05/2019	11/05/2019
BA	H000151	Semester I/201819	07/12/2018	09/12/2018
BA	H000153	Semester III/201819	02/11/2018	05/11/2018
BA	H000152	Semester II/201819	11/04/2019	18/04/2019
BA	H000154	Semester IV /201819	04/05/2019	10/05/2019
BCom	2C00251	Semester I/201819	07/12/2018	07/12/2018
BCom	2C00253	Semester III/201819	02/11/2018	05/11/2018
BCom	2C00252	Semester II/201819	12/04/2019	18/04/2019
BCom	2C00254	Semester IV/201819	04/05/2019	09/05/2019
BSc	IS00251	Semester I/201819	05/12/2018	07/12/2018
BSc	IS00253	Semester II/201819	31/10/2018	05/11/2018
BSc	IS00252	Semester III/201819	10/04/2019	20/04/2019
BSc	IS00254	Semester IV/201819	02/05/2019	09/05/2019
BSc	IS00151	Semester I/201819	10/12/2018	13/12/2018
BSc	IS00153	Semester III/201819	02/11/2018	05/11/2018

BSc	IS00152	Semester II/201819	12/04/2019	22/04/2019
BSc	IS00154	Semester IV/201819	04/05/2019	11/05/2019
BSc	IS00161	Semester I/201819	10/12/2018	12/12/2018
BSc	IS00163	Semester III/201819	02/11/2018	05/11/2018
BSc	IS00162	Semester II/201819	12/04/2019	20/04/2019
BSc	IS00164	Semester IV/201819	04/05/2019	09/05/2019
View File				

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

AS PER UNIVERSITY RULES • We are affiliated to University of Mumbai and we follow the evaluation pattern framed by the University. To measure student achievements, the University of Mumbai has introduced the Choice Based Grading System which includes 25 marks for formative evaluation and 75 marks for summative evaluation. The formative method includes marks for internal exams (20mks) and attendance, behaviour, leadership and active participation in the classroom (5mks). For summative evaluation we have a defined pattern framed by the University. **INSTITUTIONAL INITIATIVE FOR QUALITY** • In addition to the above continuous evaluation method, we, as a quality initiative has introduced regular class test, assignments, project work, paper presentation, debate , group discussion, quizzes, etc.

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

UNIVERSITY ACADEMIC CALENDAR • As an affiliated college, the Mumbai University calendar is adhered to. **COLLEGE ACADEMIC CALENDAR** • In addition, an Academic Calendar is prepared by the college in the beginning of academic year with details of all the curricular and extracurricular activities to be conducted by the college, both at the faculty and student level. It is made available on the college website as well as notice board so the students can understand our yearly plan online and a copy of it is handed to the H.O.D.'s and Coordinators for them to plan their activities.(Available on: <https://pcacs.ac.in/aboutus/academiccalendar/>). A part from the Academic Calendar a Department wise Activity Schedule for smooth functioning is also prepared. This ensures curriculum enrichment through related activities like expert lectures, extension activities and industryacademia interaction and the like. For the current academic session academic calendar was prepared and followed for conduct of examination and other activities. • **Examinations Calendar:** Examination Committee prepares examination calendar as per University Circular. As soon as the University announces the examination schedule our examination committee announces the date , time of centralized assessment project, due date for submission of marksheet, moderation and the result declaration the copy of which is put up in notice board as well as website (Available on: <https://pcacs.ac.in/examination/calendar/>) • An IQAC Calendar is also prepared which details out activities towards quality sustenance and enhancement in the college. .(Available on :<https://pcacs.ac.in/iqac/calendar/>)

2.6 – Student Performance and Learning Outcomes

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

<https://pcacs.ac.in/iqac/program-program-specific-and-course-outcome/po-pso-co-of-under-graduate/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00145	BCom	Regular	178	125	70.22
2C00455	BCom	Accounting & Finance	165	158	95.75
2M00155	BMS	-	236	212	89.83
H000155	BA	Mass Media	62	51	82.25
2C00255	BCom	Financial Markets	64	61	95.31
IS00255	BSc	Information Technology	235	179	76.17
IS00155	BSc	Computer Science	75	63	84
IS00165	BSc	Biotechnolog y	67	55	82.08

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://pcacs.ac.in/iqac/student-satisfaction-survey-sss/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	1	Univeristy of Mumbai	40000	0
Minor Projects	1	Univeristy of Mumbai	31500	0
Minor Projects	1	Univeristy of Mumbai	25000	0
Minor Projects	1	Univeristy of Mumbai	40000	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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A National Level Seminar on Intellectual Property Rights and its Role in Indian Economy	Incubation Cell, Pillai College of Arts, Commerce Science, New Panvel in association with Centre for Incubation and Business Acceleration (CIBA) Mumbai	01/04/2019
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3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	13/06/2018	NIL
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	13/06/2018
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
Ph.D. Research Centre in Accountancy	0
Ph.D. Research Centre in Business Economics	0
Ph.D. Research Centre in Business Policy Administration	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	B.Com	4	6.22
National	B.Com Accounting Finance	4	5.18
National	B.Com Financial Markets	1	5
National	B.Sc. I.T. and C.S.	5	5.18
National	B.Sc. Biotech	3	1.35
National	Librarian	2	7.30
International	B.Com	1	5.18
International	B.Com Accounting Finance	4	5.34
International	B.Com Financial Markets	1	5.5

International	B.Sc. I.T. and C.S.	9	5.5
International	B.Sc. Biotech	1	0
International	Librarian	1	4.05

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

Department	Number of Publication
B.Com	8
B.Com Accounting Finance	11
B.Com Financial Markets	6
B.M.S.	6
B.Sc. I.T. and C.S.	14
B.Sc. Biotech	3
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2018	0	0	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2018	0	0	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	70	0	77
Attended/Seminars/Workshops	38	41	0	2
Presented papers	0	0	1	2
Resource persons	30	20	1	2
Resource persons	0	0	0	6
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	Patanjali Yoga Samiti, Panvel	4	100
KEF Umang students and class management activities for STEP program.	Kotak Education Foundation	4	21
Blood Donation Camp	Lions Club of Millennium TATA hospital, Nair Hospital, Wadia Hospital and St. George	6	548
Thalassemia awareness and detection program	Lions Club of Millennium	2	107
Leprosy Education, Rehabilitation Treatment	ALERT India	2	350
Stem Cell Transplant Registration and Awareness Drive	Marrow Donor Registry India(MDRI)	2	128
The Swachh Survekshan initiative	Panvel Municipal Corporation	6	800
Road Safety Awareness Rally	RTO Senior Officer Mr. Vinod Wasikar	1	60
Blood Donation Camp	Lions Club organized Blood Donation Camp in Panvel Railway Station	3	98
Awareness drive on Swachhata Hi Seva Hai (Clean Panvel Beautiful Panvel)	Panvel Municipal Corporation	4	150
walkathon against blindness	Advanced Eye Hospital Institute, One Vision Health and Research Foundation	2	55
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
KEF Umang students	Mr. Shabab Rizvi	Kotak Education	21

, Remedial Teaching in Government School located in Slum area.	Mrs. Prajakta Bapat felicitated for coordination	Foundation	
Leprosy Rehabilitation	Mr. Shabab Rizvi felicitated for coordination	Alert India	199
Blood donation drive	Mr. Shabab Rizvi - awarded for First in Raigad District for Highest Blood donation	University of Mumbai	548
N.S.S. Annual Award Ceremony	Ms. Komal Shinde, S.Y.B.Com student - District level Best N.S.S. Volunteer award	University of Mumbai	1
N.S.S. Special Camp	Ms. Komal Shinde, S.Y.B.Com student - Best N.S.S. Campaigner Award	University of Mumbai	1
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
N.S.S.	Thalassemia awareness and detection program	Lions Club of Millennium	2	107
N.S.S.	Leprosy Education, Rehabilitation Treatment	ALERT India	2	350
N.S.S.	Stem Cell Transplant Registration and Awareness Drive	Marrow Donor Registry India(MDRI)	2	128
N.S.S.	The Swachh Survekshan initiative	Panvel Municipal Corporation	6	800
N.S.S.	Awareness drive on Swachhata Hi Seva Hai (Clean Panvel Beautiful Panvel)	Panvel Municipal Corporation	4	150
N.S.S.	Walkathon against blindness	Advanced Eye Hospital Institute, One	2	55

		Vision Health and Research Foundation		
Women Development Cell	Guest Lecture 'Legal Rights' of Women and Free Legal Aids for Women'	Advocate Hardik. C. Shah	2	91
Women Development Cell	Competition on 'Awareness on Legal Rights of Women' following the guidelines of National Commission for Women, Government of India	National Commission for Women, Government of India	7	215
Women Development Cell	Talk on Women Empowerment - Unleash the Power within You	Ms. Anjali Gupta. CEO and Cofounder - Divine Ariel International Private Limited	2	100
Women Development Cell	Seminar on Building Resilience A Key to Women Empowerment	Ms. Nisha Chandak, Transformation Coach and NLP Trainer, MD, Purplotus Pvt. Ltd.	2	400
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange program	Barns College	Institutional	2
Faculty Exchange program	Pillai HOC College	Institutional	2
Faculty Exchange program	Arts, Science & Commerce College, Panvel	Institutional	2
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
Internship	Internship Program	IIFL Securities Internship	20/06/2018	19/07/2018	48
Internship	Internship Program	Vox Box Internship Program	05/04/2019	20/04/2019	0
Internship	Internship Program	ITM Internship Program	07/06/2018	24/08/2018	14
Internship	Internship Program	Trendzset Technologies Pvt Ltd	20/10/2018	30/11/2018	6
Internship	Internship Program	Max Life Insurance Pvt Ltd	01/11/2018	30/11/2018	4
Internship	Internship Program	Wonderwheel Store	27/04/2018	26/07/2018	7
Internship	Internship Program	Flipkart India	25/12/2018	10/01/2019	20
Internship	Internship Program	BrandKeeda	24/12/2018	18/01/2019	6
Internship	Internship Program	Nymbl Digital SocialMedia Intern	06/05/2018	07/06/2018	6
Internship	Internship Program	Career Launcher	21/12/2018	20/01/2019	2
Internship	Internship Program	AAJ Media Production	02/01/2019	31/01/2019	8
Internship	Internship Program	Hector Beverages Pvt Ltd	15/05/2018	07/07/2018	14
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
K.L.E Society's Science Commerce College	26/11/2018	To be a part of Navi Mumbai College Association with purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our	1

region by sharing the resources in Teaching, Learning, Research and Extension.

KSA Bans College of Arts,Commerce Commerce	31/10/2018	To be a part of Navi Mumbai College Association with purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our region by sharing the resources in Teaching, Learning, Research and Extension.	6
Ramsheth Thakur College of Commerce Science,Kharghar	20/08/2018	To be a part of Navi Mumbai College Association with purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our region by sharing the resources in Teaching, Learning, Research and Extension.	2
Shri D.D Vispute College of Science, Commerce Mgt.	29/08/2018	To be a part of Navi Mumbai College Association with purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our region by sharing the resources in Teaching, Learning, Research and Extension.	2
CKT college of Arts, Commerce Science	20/08/2018	To be a part of Navi Mumbai College Association with	2

purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our region by sharing the resources in Teaching, Learning, Research and Extension.

Pillai HOC College of Arts, Commerce Science, New Panvel

20/08/2018

To be a part of Navi Mumbai College Association with purpose of promoting cooperation among neighbouring Colleges for improving the quality of higher education in our region by sharing the resources in Teaching, Learning, Research and Extension.

3

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
13543332	12312120

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased	Newly Added

during the year (rs. in lakhs)

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KohaOpen Source Integrated Library Management Software	Partially	17.05.03.000	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31215	5960744	2121	540488	33336	6501232
View File						

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

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
Mr. Shardul Buva	Nonintegrated Accounting System	MES E -Learning {Institutional (Learning Management System)}	03/10/2018
Mr. Shardul Buva	Income from Capital Gains	MES E -Learning {Institutional (Learning Management System)}	03/10/2018
Ms. Gurpreet Kaur	The Constitution of India I	MES E -Learning {Institutional (Learning Management System)}	21/07/2018
Ms. Gurpreet Kaur	The Constitution of India II	MES E -Learning {Institutional (Learning Management System)}	21/07/2018
Dr. Monali Ray	Internal Reconstruction, Financial Accounting	MES E -Learning {Institutional (Learning Management System)}	12/12/2018

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MGBPS)	Others
Existin g	419	375	419	0	0	8	36	120	0
Added	33	30	33	0	0	3	0	0	0

Total	452	405	452	0	0	11	36	120	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

120 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E Learning Centre	https://www.youtube.com/watch?v=E5LIpX9xJjY&t=244s
E Learning Centre	https://www.youtube.com/watch?v=wyYjCcSk4HE&t=155s
E Learning Centre	https://www.youtube.com/watch?v=5NRFoipNJvc
E Learning Centre	https://www.youtube.com/watch?v=xAmcvoaRTSo
E Learning Centre	https://www.youtube.com/watch?v=ZDlJX6W4_D4&t=174s

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4145010	3768191	4486854	4078959

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

PCACS has established transparent and robust procedures for the utilisation and maintenance of all physical, academic and support facilities and is well communicated among all the concerned stakeholders. The detailed procedures and related policies are as follows: Policy Statement: PCACS has numerous resources that are utilised for the benefit of faculty, students and staff. The policy at the institution calls for efficient and maximum utilisation of all its resources. Resource in charges are responsible to ensure that 1. Resources are ready and made available whenever required 2. Resources are repaired, calibrated, maintained and upgraded at optimal levels 3. Resource utilisation is tracked and records maintained 4. The availability of the resource is made known to PCACS and campus community 5. Notify the Principal or HOD in case a resource is underutilised or not utilised Below is a noncomprehensive list of all the major resources of the institute: Utilisation of Resources: 1) Availability of resource is verified with the concerned InCharge. 2) Permission for the utilisation is taken from the respective authorities. 3) It is communicated in written to the InCharge so as to make the resource available. 4) It becomes duty of the person who has generated the query to take care of the belongings. Procedure for Repairs and Maintenance of Resources: 1) Every InCharge regularly checks the resource available in their custody and verifies its working condition. 2) Accordingly report of nonworking material is communicated to the HOD. 3) HOD complies all the complaints and segregates them in urgent and annual maintenance categories. 4) The follow up of the urgent maintenance equipment or resources is taken immediately after the approval of the Principal 5) The annual maintenance resources are forwarded at the end of

every academic year after thorough inspection of the equipment. 6) Also, depending upon the cost of equipment and its maintenance requirement the quotations are invited and the detailed procedure is followed through purchase committee, if this cost exceeds more than Rs. 10,000/. 7) After the maintenance of particular resource it is informed and satisfactory remark is taken from the concerned InCharge. After getting the remark from all the concerned the authority approves the bill for payment and accordingly payment is released. list of the incharges is provided in detail on website in the following link <https://pcacs.ac.in/aboutus/infrastructure/Policy and Procedures for Physical facility>

<https://pcacs.ac.in/about-us/infrastructure/procedure-policy-for-physical-facility-utilization/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	• Fee waiver Economically Backward, Staff Welfare and Sports	38	231000
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring (I Term)	27/06/2018	75	Subject teachers
Mentoring (II Term)	24/12/2018	88	Subject teachers
Remedial Coaching	01/08/2018	32	Faculties from 8 departments
Advance Learner	01/08/2018	45	Faculties from 8 departments
Bridge Course in the Subject of Accountancy	07/08/2018	32	B.Com ,BFM, BMS, BA/F Ms.Heena K
Bridge Course in the Subject Mathematics and Statistics	07/08/2018	33	B.Sc.I.T. Mrs. Sudha Dr. Kumudini Biotech Mrs. Soly .Z
Language Lab	21/09/2018	40	Ms. Mishkkat Imrani and Ms. Juliet esther
Soft Skill	15/02/2019	68	Trainer Mrs. Kamini Nariani (Free lancer)
Yoga week 07th to	07/01/2019	65	Patanjali Yogpeeth

12th January, 2019			
Meditation	19/03/2019	300	Brahma Kumari's
Personal Counselling	10/07/2018	8	Ms. Yvette Lee Professional Counselor
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Banking	38	1286	0	0
2018	Staff Selection	12	1286	0	0
2018	M.P.S.C.	3	1286	0	0
2018	U.P.S.C.	10	1286	0	0
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	8

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
LT InfoTech Pool campus drive Wipro Ltd Computer Age Management Services ICICI Bank ICICI Prudential Life Insurance Infosys Ltd CAPGEMINI TECHNOLOGIES IKS HEALTH CARE GEP IDFC Bank	960	548	WILLIS TOWER WATSON Thyrocare Technologies Make my Trip HDFC Bank Bharti Axa TCS ICICI Lombard General Insurance Maxval Technologies Pvt Ltd RealTeam Systems Pvt Ltd Lilac Insights Pvt	350	219

Kotak Bank
Job Fair
Drive
Sutherland
Swadisha I

Ltd IKEA
Furniture
Company Peol
Technologies
Unite

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	3	BMM	Arts	POLAND SYMBIOSIS SCHOOL OF MEDIA COMMUNICATION BENGALURU MIG DEPT OF COMMUNICATION JOURNALISM UNIVERSITY OF MUMBAI	P.G. Programme
View File					

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

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0
View File	

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

Activity	Level	Number of Participants
YAARIYAN 2K18 – Friendship Day'	College (within campus)	1300
Poster Competition' on the theme 'Eye Donation' – Economics association	College (within campus)	19
'TRADITIONAL DAY CHOCOLATE DAY 2018'	College (within campus)	2500

'TEACHER'S DAY'	College (within campus)	100
Awareness campaign of Maharashtra Police with an initiative of 'HAPPILY ADDICTED: AN ANTIDRUG INITIATIVE' in campus	College (within campus)	1200
Celebrated 20th Anniversary of Pillai College of Arts , Commerce Science (PCACS)	College (within campus)	1650
Celebrated 1st Saturday of 50 Golden Saturdays on Account of 50 Years of Mahatma Education Society(MES) in 2020.	College (within campus)	300
Organised Celebrated 'ROSE DAY'.	College (within campus)	1500
Organised Participated in InterCollegiate Fest 'ALEGRIA: THE FESTIVAL OF JOY, COSMOS 2019'.	InterCollegiate	4000
Mumbai University Inter Collegiate Volleyball Championship	InterCollegiate	1920
Finacle 2k18	InterCollegiate	100
'Mahatma Education Society's Annual Talent Hunt: UberRang 2019'.	IntraCollegiate	270
Pillai Centre for Innovation Entrepreneurship : Business Plan Competition 201819	IntraCollegiate	44
Competition on 'Awareness on Legal Rights of Women' as per National Commission for Women, Government of India	College (within campus)	215
CONSORTIA 2019 transforming minds, translating idea	Inter Departmental	120
Folk Dance Competition	Departmental	40
"Vistas In Biotechnology" poster making competition	Departmental	20
QUERENCIAA 2018- Media fest	Departmental	230
Bitfest 2018 - Everything starts with a Bit	Departmental	750
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Taekwondo Championsh ip gold medal	National	1	0	55	Ayushi Bhakta
2018	Taekwondo Championsh ip gold medal	National	1	0	250	Kabir Bhakta
2018	Taekwondo Championsh ip silver medal	National	1	0	150	Ritesh Ramesh
2018	All India Shito-Ryu Open Karate Championship parti cipated	National	0	0	247	Rizwan Shaikh
2018	Mr. Fresh Face	National	0	1	81	Afzaal Siddique

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

The students representative are nominated as the members of different academic administrative bodies/committees of the institution • Gymkhana • Students Council • Internal Complaint Committee • Library Advisory Committee • NAAC IQAC • Canteen Committee • N.S.S. • Environment Protection Cell ENACT (Green Practices Green Budgeting) • Social Activity Cell • Grievance redressal cell

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

We have a remarkable network of friendly and engaged alumni sharing a passion and commitment to the institution. As an alumina, you are part of a warm and vibrant community. As an alumni you are entitled to benefits offered exclusively to the Pillai's alumni community who are encouraged to take advantage of the courses, events, activities, linkages, placement services, facilities like library, laboratories, ICT and other services offered by the institution. The Alumni Association provides a lifelong connection through a variety of programs and services. Membership gives you access to exclusive benefits and unique events. Alumni meets and get togethers are organised on a continuing basis. These meets provide an opportunity to the alumni to connect back to the college and assist present students in shaping their careers. The Alumni meet and interact with the Management regularly on various academic and nonacademic matters. Suggestion forms are available for the alumni to express their views and put in their suggestions.

5.4.2 – No. of enrolled Alumni:

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

57730

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni have been engaged for availing their expertise, for mentoring, fundraising, for career support to current students. A number of sessions have been organized in this regard. A mega Alumni Meet was organized on 22nd December, 2018 to celebrate 20th Anniversary of the college. To celebrate 50 years of Mahatma Education Society (Parent Body), our college has decided to celebrate 50 Saturdays of the entire year for which Alumni association will be conducting events along with other Committees and Departments in which the alumni would be engaged as experts to utilize their expertise and rich experiences for the benefit and progress of the present students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

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

Decentralisation 1. All Coordinators In charge of programmes function independently with full authority and responsibility. Each program enjoys independent decision making power and has Heads and Coordinators to manage it which makes decision making prompt. The institution follows program wise decentralization. There are six head of departments and fifteen course coordinators for U.G. and P.G. courses. They are accountable for performance and student satisfaction. High degree of decentralisation has helped the institution to achieve the desired goals. 2. Controller of Examination has been given full authority to take decisions in consultation with Examination Committee and enforce such decisions which has helped to introduce credible examination system with timely result declaration and speedy settlement of examination related grievances. Examination Department is separated from regular academic operations and all exam related activities are conducted by the Examination Committee. 3. Decentralization is seen as a means of improving quality of educational services. Governing body, Management, Principal, Vice Principal, IQAC Members, staff, student representatives, Stakeholders, Alumina's and various committees are jointly empowered to propose, design, formulate and execute their plans within the frame work of governance. 4. The Academic Committee, Administrative Staff, I.Q.A.C., C.D.C., N.S.S. all are working together for the smooth running and over all functioning of the college. The institution has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. Participative Management: 1. The institution promotes a culture of participative management by involving staff, students and other stakeholders in various activities. As a result of decentralisation we have been able to give importance to participative management. Both students and staff are allowed to share any suggestions aiming at the development of the institution. Every employee and student is encouraged to give suggestions which are taken up seriously my management. 2. Parent Teacher Meetings are facilitated through staff meetings and departmental meetings. Such meets are supported by informal discussions on important issues about the future course of action. 3. Management, Academic Advisor, Principal and Vice Principal follow an open door policy for staff as well as students. Students and Staff members can directly contact anybody in the given hierarchy to communicate regarding grievances, suggestions or recommendations. 4. The principal, academic cocoordinator and staff members are involved in defining the policies and

procedures, framing guidelines and rules regulations pertaining to admission, placement, discipline, grievance, counseling, training development, and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the institution. 5. The faculty members participate in sharing the knowledge by discussing on the latest trends in various disciplines in faculty meetings and staff colloquium activities. Faculty members also write joint research papers and share their knowledge. 6. We have a number of forums on which we have staff, students, alumni and stakeholders from industry, academia, and society as members for participative management. There are regular meetings conducted to identify the needs and expectations of different stakeholders.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	Examination and Evaluation • Semester system with Centralised Internal Assessment and CAP with deadlines for marksheet and result was followed. • Standardized and Systematic Examination and Evaluation system is present. • Examination schedule for the entire term was prepared in the beginning of each term and put up in the notice board and website. • Result Analysis is discussed in the departmental meeting. • Results were displayed within ten days of the examinations and marksheet distribution within five days of the results. • Moderation was carried out by teachers from other colleges. Interchange of answer sheets by same department for unbiased assessment.
Research and Development	Research and Development The institution is a registered Ph.D. Centre under University of Mumbai. • Laboratories are well equipped hence sophisticated instruments and equipment's are available for strengthening research capabilities. • Research Development Committee meets the Principal and the management periodically for research related support. • Management sponsorship is available for Quality Research Projects and national and international research papers. • The college library is a subscriber of NLIST facility through which ejournals and ebooks are made available to the researchers (both students and staff). • Student Research is encouraged through participation in Avishkar student research festival and

teachers also participate in both minor and major projects.

Teaching and Learning

Teaching and Learning • The institution follow transparent HR policy and Management takes active part in recruitment of teachers and compensation of teachers which ensures retention of talented teachers and ensures employee engagement towards organization. Quality of teaching is ensured by systematic feedback from all stakeholders. • The management provides modern ICT facilities for imparting curriculum. Apart from classroom interaction, meaningful learning is initiated through guided teaching, workshops, seminars, case study, industrial visit, study tour and fieldwork. MES E Learning Channel is a management initiative in which faculty is motivated to upload modules which stands as a ready reference for students.

Industry Interaction / Collaboration

? Industry Interaction / Collaboration • Students are encouraged to take up an Internship during their summer break. Our parent body, M.E.S., has signed an MOU with NYUSTERN Urbanisation Project for setting up 'Urban Expansion Observatory" at our Campus. This collaboration has offered internship opportunities to students. • Our Institution in association with National Stock Exchange had organized a Skill Development Training program in financial markets for students wherein 92 students are benefited. • Our Biotechnology Department has collaborated with Srujan Biotech Ltd. to provide training to students on plant tissue culture. We have a number of Certificate Courses in association with reputed institutes for the benefit of our students.

Human Resource Management

Human Resource Management We have a standardized procedure as under: • Our H.R. policy is teacher/staff oriented. It is well communicated timely edited and current changes are incorporated as amendments so that all staff members can be educated with organisational objectives. • Staff Welfare activities were conducted year round. • Staff Training was provided. • Lady members were supported during their pregnancy by adjusting lecture timing. • Lady members who have breast feeding babies

were allowed to go during working hours. • Differently abled teachers were provided support and amenities. • Staff can avail various benefits of leave such as casual leave / sick leave / maternity leave/early going. • Limited promotion avenues are provided to office staff.

Library, ICT and Physical Infrastructure / Instrumentation

• Library, ICT and Physical Infrastructure / Instrumentation • Implemented the Koha Open Source Integrated Library Management Software with WebOPAC facility to browse the collection of library 24/7 concept. • Library has created Google Groups to communicate educational related activities with staff and students. • ICT: • We have Google supported, continuous, uninterrupted supply of internet with WiFi connection, four computer labs with 420 machines with audio visual facilities in labs and class rooms. • Physical Infrastructure/Instruments: • Audio Visual AC Classrooms • Generator backup system. • Biotechnology laboratories have latest instruments. • Well equipped Gymkhana and Auditorium with modern facilities are provided. • Ramp and Braille Facility is available for the challenged.

Admission of Students

? Admission of Students The institution is affiliated to the University of Mumbai. The publicity of the admission process starts from the day Press Release is issued by the government relating to the declaration of result of qualifying examination for admission to undergraduate courses. Admission process is Online as well as all details of admissions are regularly updated on website. Publicity : ? Through Prospectus, Website, Counselling Desk, Enquiry Desks, Admission Committee, Coordinators, Stakeholders, Handbook of policies information about the college is shared with the stakeholders. Transparency : ? The process of admission is fully transparent as there is a clear directive from The University of Mumbai which we follow strictly. ? Any student desirous of having admission in our Institution can apply online. ? We follow all the reservation policies outlined by the Government of Maharashtra.

Curriculum Development	<p>Curriculum Development • As we are affiliated to University of Mumbai, the syllabus framed by them is followed. • Teachers participate actively in syllabus framing and in revised curriculum discussion workshops conducted in our college or in other institutions. • Our teachers are members of Syllabus Framing Committee which helps them to be updated about the recent changes in the curriculum. • Skill Based Certificate Courses are offered to students.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>? Planning and Development The College has an Information Management System in place which collects information regarding the upcoming events to be conducted. College website is systematically updated with all the information required for admission, scheduling time table, exam dates, attendance wind up dates for calculating attendance monthly, railway concession dates and the like. The College has a Biometric system where teaching and nonteaching staff have to punch in and out while entering and leaving the Campus. This ensures scheduling and time management for various activities. E based system is available for the following processes:</p> <p>? Admission (Requirements, Eligibility, Prospectus, M.E.S. Online Enquiry Form)</p> <p>? Online Examination Facilities (Examination Calendar, Online ATKT Form Filing, Online Results, Exam Time Table, Passing Standards, Unfair Means)</p> <p>? Railway Concession Forms ? Attendance Feedback</p>
Administration	<p>? Administration ? Computerized maintenance of Student Data, General Administration, Admissions, Fees, etc. is done by the office staff. ? Student's data entry connected with MKCL database. ? Use of MKCL software is done through University Portal. ? Government Scholarship and Caste Validity is done through Government of Maharashtra portal. ? Registration of foreign students is done through Central Government Portal and FRRO office. ? Campus Care is our inhouse software used for admission, fees etc.</p>

Finance and Accounts	The college uses the Campus Care software for the Finance and Accounts Department of the college. The college conducts regular audit of annual books of accounts. The Administrative Office maintains the Books of Accounts properly which helps in auditing procedure.
Student Admission and Support	Student Admission and Support College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place only. Institutional Website contains all information relating to the courses. The Admission Policy followed is as per the directives given by University of Mumbai. Mahatma Education Society in association with Google has agreed to provide all students with email and apps services for free. The Online Student Attendance Record maintains a quick and accurate record of attendance of students which can be viewed by students.
Examination	? Examination The College has the separate Examination department with equipped ICT tools necessary for examination purpose. As per the requirement of Examination department all the necessary equipment's are provided by the college such as Strong Room, Separate Desktop, Internet Facility for online procedure of Paper Downloading, Shredding Machines and the like. Online Examination Facilities available include: Online ATKT Form Filing, Online Results

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Anju Somani	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500

2018	Rashmi Chavan	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	Deepika Sharma	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	Sadaf Shaikh	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	Sreevidya T.V	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	DhanyaVinish	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	Kuldeep Prabhu	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Linux Administration	NIL	500
2018	Anju Somani	Revised	NIL	500

		syllabus of Third Year B.Sc. (Information Technology)		
2018	Sreevidya T.V	Revised syllabus of Third Year B.Sc. (Information Technology)	NIL	500
2018	Shubhangi Pawar	Revised syllabus on Third Year B.Sc. Computer Science SEM VI	NIL	500
2018	Agnas Vidya Michael	Revised syllabus of Third Year B.Sc. (Information Technology) in the subject of Business Intelligence Semester VI	NIL	500
2018	Kuldeep Ramesh Prabhu	Workshop on Revised syllabus of Third Year B.Sc. (Information Technology) Semester VI	NIL	500
2018	Kuldeep Ramesh Prabhu	Workshop on Revised syllabus of 'Security in Computing', Third Year B.Sc. (Information Technology) Semester VI	NIL	500
2018	Dr. Seema Somani	One Day Workshop on Revised Syllabus of T.Y.B.Com. - (Commerce Papers)	NIL	500
2018	Ramya S Kumar	One Day Workshop on Revised Syllabus of	NIL	500

		T.Y.B.Com. - (Computer Systems and Applications)		
2018	Dr. Monali Ray	Revised Syllabus of T.Y.B.Com. (Accounting and Finance) Semester V and VI	NIL	500
2018	Dr. Abida Khan	Revised Syllabus of T.Y.B.Com. (Accounting and Finance) Semester V and VI	NIL	500
2018	Shardul Buva	Revised Syllabus of T.Y.B.Com. (Accounting and Finance) Semester V and VI	NIL	500
2018	Sunita Saini	Revised Syllabus of T.Y.B.Com. (Accounting and Finance) Semester V and VI	NIL	500
2018	Ruchika Bassi	One Day Workshop on "Revised Syllabus of T.Y. B.Com. Semester V VI Business Economics	NIL	500
2018	Shabab Rizvi	One Day Workshop on "Revised Syllabus of T.Y. B.Com. Semester V VI Business Economics	NIL	500
2018	Jennie Prajith	One Day workshop on Revised Syllabus of T.Y.B.Com. Financial Markets Sem. V	NIL	500

		VI		
2018	Bhavana Parab	One Day workshop on Revised Syllabus of T.Y.B.Com. Financial Markets Sem. V VI	NIL	500
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Workshop on Innovative Teaching Learning Techniques Using Wordpress Webinar Training	NIL	13/10/2018	13/10/2018	46	0
2018	Seminar on How to fit in today's Time	Seminar on How to fit in today's Time	06/10/2018	06/10/2018	36	5
2018	10 days FDP on BFSI Sector at Sydenham College of Commerce and Economics, Mumbai	NIL	15/12/2018	24/12/2018	2	0
2018	Innovative Teaching Methods FDP	NIL	12/09/2018	12/09/2018	12	0
View File						

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

Title of the professional development	Number of teachers who attended	From Date	To date	Duration
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programme				
10 days FDP on BFSI Sector at Sydenham College of Commerce and Economics, Mumbai	2	15/12/2018	24/12/2018	10
ARPIT in Refresher Course in Curriculum Design and EContent Development	1	01/03/2019	30/03/2019	30
ARPIT in Refresher Course in Library and Information Science	1	01/03/2019	30/03/2019	30
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	55	4	28

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
03	02	07

6.4 – Financial Management and Resource Mobilization

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

The institute has a mechanism for regular internal and external audit. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Budget committee is formed to keep a check on utilization of available funds. It collects budgets of planned activities from departments, associations and committees at the beginning of the academic year. At the yearend through income and expenditure account of departments, associations and committees, it conducts comparison with the budgets to keep a check on fund allocation and utilization. For external financial audit, Income and Expenditure Account of institution after verifying by internal chartered accountant, is sent to external to authenticate and to get true and fair view of financial result. Budget committee follows instruction of principal and IQAC Coordinator in entire procedure.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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IBS ICFAI Business School Scientific Research Association for Economics Finance Chartered Institute for Securities Investment Finmark Financials Industry Academia Partnership NAAC	47500	For conducting National international level workshop, conferences, FDP, talent hunt exams for students
View File		

6.4.3 – Total corpus fund generated

9297000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Expert Audit Committee	Yes	Internal audit Committee
Administrative	Yes	External Expert Audit Committee	Yes	Internal audit Committee

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

<p>Parent Teacher Meetings Parents are cordially invited for Orientation Programme of their wards on their first Day of College every year. We conduct regular meetings with parents each semester. Apart from this the class teacher meets the parents whenever necessary. Feedback from the parents are taken during these meetings. Class Teachers also interacts with parents after the attendance winding up. Feedback from parents is given due consideration. Parents are on the IQAC and their inputs are given due consideration. Parents are always invited for Appreciation Ceremony of Meritorious Students. Parents are members of important committees like IQAC wherein their feedback and suggestions are taken.</p>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> • A Session on Sexual Harassment at Work place by Adv. Poonam Gupta was organised by Staff Colloquium was held on 27th Oct., 2018 • A mega health check up camp was organised by Health Committee in association with Lions Club, Navi Mumbai on 12th Oct., 2018 to examine the following ? Body Mass Index ? Blood Pressure ? Bone Mineral Density Test ? Dental Check Up ? Eye Check Up ? Diabetic check Up • "Mouth Matters workshop on dental health" was organised by Health Committee in association on 28th Feb., 2019 to examine the following by Dr. Shantana Satish Bartakke, Dentist

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

<p>1. Applied for Autonomous status and granted academic autonomy by the University Grants Commission. 2. Permission granted for Ph.D. Research Centre affiliated to University of Mumbai offering Ph.D. Degree in Commerce in the subjects of Accountancy, Business Economics and Business Policy Administration for the Academic Year 20182019. 3. Started Autonomous Certificate Courses by inhouse Board of Studies: Digital Marketing, Ethical Hacking, Advanced Excel, Financial Modeling, Soft Skills, Basics of Securities Market, Food Technology and GDCA. 4. Started Collaborative Certificate Courses: Aptitude Soft Skills (Campus Credentials), IELTS (Jointly managed by the British Council, IDP: IELTS</p>

Australia and Cambridge Assessment English), Plant Tissue Culture Bioinformatics (Srujan Biotech), Certificate Tax Accountant Plus (Satyam Institute) 5. Community Interface Committee of the college led to the formation of Navi Mumbai Colleges Association in which MoUs were signed with 6 colleges in the vicinity to promote cooperation among neighbouring Colleges with a view of improving the quality of higher education in the region by sharing the resources in Teaching, Learning, Research and Extension. 6. Intellectual Property Rights (IPR) Cell formed and IPR Policy framed. 7. Seminar/workshops/ training programmes /popular lectures were conducted by various committees at National and International Level as planned at the beginning of the academic year 8. A large number of faculty presented research papers in various conferences and were also awarded Ph.D. degree. Teaching staff participation in research activities has increased. 9. Student's participation in the Avishkar Research Convention has increased. 10. E Content was developed by teachers which have been put up on MES learning channel for the benefit of the students. 11. Infrastructure and technology was augmented for stimulating the academic environment which includes availability of facilities such as Media Centre, Recording facility, Lecture Capturing System (LCS) for econtent development. 12. Internships were fructified for students with corporate big wigs like Satyam to develop their practical skills, workplace experience and greater knowledge of that industry. 13. Student Satisfaction Survey (SSS) was conducted on overall institutional performance and was analyzed for initiating further improvements. 14. Selected under Unnat Bharat Abhiyan, a flagship program of MHRD, Government of India. 15. Participation in Atal Ranking of Institutions on Innovation Achievements (ARIIA)and the National Institutional Ranking Framework (NIRF). 16. More participation of teachers in Academic Bodies. 17. A number of Workshops and Seminars were conducted on Value Education. 18. Alumni have been engaged for availing their expertise, for mentoring, fundraising, for career support to current students. A number of sessions have been organized in this regard. A mega Alumni Meet was organized on 22nd December, 2018 to

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	ISO Audit	24/09/2018	24/09/2018	24/09/2018	65
2018	Internal Academic Audit	10/07/2018	10/07/2018	23/07/2018	65
2018	Participated in Atal Ranking of Institutions on Innovation Achievements (ARIIA), MHRD, Govt. of India	30/10/2018	30/10/2018	25/01/2019	0

2018	Participated in National Institutional Ranking Framework	19/11/2018	19/11/2018	25/01/2019	0
2018	Green Audit Preliminary Audit	30/05/2019	30/05/2019	14/06/2019	0

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
• Guest Lecture 'Legal Rights' of Women and Free Legal Aids for Women'	14/08/2018	14/08/2018	89	2
• Competition on 'Awareness on Legal Rights of Women' following the guidelines of National Commission for Women, Government of India	19/12/2018	19/12/2018	170	45
• Talk on Women Empowerment - Unleash the Power within You	12/02/2019	12/02/2019	100	0
• Seminar on Building Resilience- A Key to Women Empowerment	06/03/2019	06/03/2019	300	0

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Initiatives have been made by the institution in the following areas: a) Good Daylight Design b) Water Efficiency c) Indoor Air Quality and Ventilation d) Energy Efficiency (Awareness) e) Onsite Energy Generation (Solar) f) Temperature and Acoustic Control g) Paper Waste Management h) E-Waste Management i) Canteen and Solid Waste Management j) Efficient Operation and Maintenance of Building k) Green Initiatives Solar energy is generated in the campus through solar panels installed on the terrace of the Campus buildings. The energy requirement of the campus is first met by the solar energy generated at the</p>

campus which when discharged, relies on energy from MSEB. Capacitor banks are used in power houses to improve the power factor. Power factor has always been maintained in between 0.94 to 1.0 from 2010 till now. Ecofriendly Kirloskar Green Generators are used for power backup. All CRT monitors in the campus has been replaced with LCD monitors and use of slim tubes, CFL bulbs, etc are practiced. Electrical appliances with higher power savings (4star or 5star) are only purchased. Classrooms are made with sufficient cross ventilation and light so that the use of electricity can be minimized. Energy saving is additionally ensured by students and staff by switching off the lights and fans when not in use. Awareness campaigns are also conducted regarding energy conservation.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	13
Provision for lift	Yes	13
Ramp/Rails	Yes	9
Braille Software/facilities	Yes	0
Rest Rooms	Yes	13
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	4	17	29/06/2018	5	Environment protection Community Interface Committee Navi Mumbai Colleges' Association on Skilling vernacular medium Support for the Economically Disadvantaged	Green belt Preservation and Enhancement promote cooperation among neighboring Colleges provide academic and financial support to disadvantaged students	2570

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

Title	Date of publication	Follow up(max 100 words)
Student Handbook	06/06/2018	The purpose of the Student Handbook is to

		<p>give students and their parents/guardians an understanding of the general rules and guidelines for attending and receiving an education at the institution. Publicity is given to the document through the prospectus, through fresher's orientation programme and through the college website for ensuring its adherence. Regular follow up is carried out and in case any student is deviating from its provisions are counselled by the head of the institution and the professional counselor at the institution. Students and parents/guardians are made aware that this document is reviewed annually since policy and procedure adoption is an ongoing process. The most recent adopted policy or procedure prevails. The handbook is amended at any time and those changes are communicated by the administration to the staff, students and parents/guardians. Publicity, Adherence and follow up, counselling</p>
Staff Handbook	06/06/2018	<p>The purpose of the Staff Handbook is to acquaint the staff about the personnel policies and procedures, rules and regulations to be followed by staff, professional ethics, employee benefit plans, and facilities. Due publicity is given to this document at the time of recruitment and regular follow up is carried out to ensure its provisions are followed and in case of deviation counselling is done. It helps the staff to</p>

		understand responsibilities and the opportunities available to them as a staff employee. The College retains the right to modify the Handbook at any time.
Policy Handbook	06/06/2018	A complete list of Policies providing guidelines on the functioning of the various committees and associations, are included in the handbook. The policy applies to all staff, students and other stakeholders. The objective is to follow set parameters in all the processes to foster a culture of continuous improvement in all facets of the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A seminar on "How to improve the quality of life" by Mr.Ashok Sathaye Ms. Mamta Shetty, member of Divine path that works towards positive living	07/07/2018	07/07/2018	300
STOP EXISTING START LIVING: An interactive session on values like kindness, empathy and honesty	28/07/2018	28/07/2018	100
A session on POWER OF YOU!: in association with Chinmaya Mission	11/03/2019	11/03/2019	250
Workshop on Stress Management, Time Management and relaxation techniques in association with BRAMHA KUMARIS	19/03/2019	19/03/2019	350
Cyber Ethics and Youth Relationships	24/09/2018	26/09/2018	1570

YOGA week in association with Patanjali Yogpeeth	07/01/2019	12/01/2019	65
A seminar on An Addiction Called Life by Miss .Dipanwita Chakraborty ,a popular traveler, blogger and trekker	19/01/2019	19/01/2019	100
Introduction To Happiness Program in association with ART OF LIVING	04/02/2019	04/02/2019	200
A seminar on Employability and the skills required today in the corporate world by Ms. Mugdha Shetye a lead psychologist	08/03/2019	08/03/2019	240

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

The Institute has always been interested in making its campus more environmentally conscientious and takes necessary measures to promote consciousness, preservation and protection of the environment. The college has a dedicated Environment Analysis and Conservation Team (EnACT) and Nature Club to strengthen this objective. 3R policy :The College has adopted the 3R policy - Reduce, Reuse and Recycle. Focus has been laid on reducing the waste stream like using papers for printing only when it's very required. Use of one side printed papers for printing also is carried out. Broken glasswares of the biotechnology laboratory are repaired and reused. Additionally, adequate number of trashes and dust bins are placed all over the campus for maintaining healthy environment. Composting:Waste generated in the canteen (kitchen waste) is the major solid waste. Compostable waste was separated from the Canteen waste and along with garden waste and other biodegradable components were accumulated and taken up for composting. Mature compost so obtained was given to the gardeners for utilization as manure for enhancing plant growth Water harvesting :Rain water harvesting is carried out in the campus. A huge underground tank of 2 lakh litres capacity is installed near the lawn area. The water collected in these tanks is used for gardening through sprinkler irrigation and for water supply in washrooms. Conservation is additionally ensured by maintenance of tap wares and proper use of water. Green Initiatives:We involve students in green activities throughout the year. Some of the initiatives in this regard are:

Bottle Gardening, Tree Plantation Programmes, Sparrow Shelter Drive, Cleanliness and Beautification Drives, Swachh Bharat Abhiyan and the like have been carried out with the involvement of students. Green Audit has been initiated, Trees are numbered, and not a single tree has been cut while constructing the campus buildings. The green cover on the campus takes care of the air quality. Ewaste management: Electronic goods are put to optimum use the minor repairs are set right by the staff and the Laboratory assistants and the major repairs, by the professional technicians, and are reused. A separate room is arranged to store Ewastes which are exchanged with the companies when new electronic appliances are purchased. If some parts are useful in other systems they are kept aside for future use. An Ewaste museum has been set up where informative exhibits are displayed of worn out hardware and hardware not used

anymore. Efforts for Carbon neutrality: All the equipments are based on latest technology causing very minimal or no environmental hazard. Refrigerators are environment compliant. The College has made arrangements for the parking of vehicles of students and staff at a separate space demarcated for the same. This helps to keep the Campus clean and pollution free. All the faculty members have been instructed to subject their vehicles for periodic emissioncheck

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE OF THE INSTITUTION 2. Alumni Engagement Title of the Practice: Thriving and Engaged Alumni Community Goal : • establish a lifelong relationship with its alumni • promote interaction with and among alumni • highlight the achievements of its alumni, and • provide alumni with rewarding opportunities to serve the college, its faculty, and its students. • To utilize the expertise and rich experiences of the alumni of the college for the benefit and progress of the present students The Context: Educational institutions are changing the way they see and interact with their alumni community. Earlier, alumni and their almmater were treated as separate entities wherein one's existence was independent of the other. Local alumni chapters were formed as a means to interact with other fellow alumni. However, these associations seldom had any interaction with the institution they graduated from. With the advent of Social Media, alumni relationship has taken a different flavour altogether. Universities have started to harness the power of alumni through various networking platforms by creating their alumni groups and profiles on them. The quality of alumni relations is a criterion by which success of the Institute is measured. The Practice: The Alumni Association is run with the support of the In charge backed by a team of faculty which is in continuing touch with the alumni for expertise, fundraising, recruitment, and retention. A solid alumni engagement campaign can have concrete and significant benefits. ? Regular Practice: 1. Availing expertise Our Alumni are well placed and with their wealth of experience and skills to share with current students via talks and meets we are able to leverage their potentials for our current students. 2. Career Support We engage the Alumni for career support to current students. This enhances the students' experience and give them that competitive edge in today's tough job market. The alumni network of the college is one of the biggest sources of placement opportunities to the students. 3. Mentorship We engage in the Alumni in voluntary programs like mentoring students in their areas of expertise. Alumni get in touch with students and share their expertise and best practices in a given field. 4. Highlight Alumni Talents We highlight the achievements of our alumni in our publications, website and social media posts This helps us build stronger ties as it shows an amount of care towards the alumni beyond their degrees and engenders a certain amount of authenticity that alumni are more likely to engage with. Plus, it goes a long way to show how the institution helps shape wellrounded graduates. 5. Support for the institution Though fundraising should not be the sole focus of alumni relations. But one of the core function of alumni relations has always been the development of financial support 6. Alumni Meetings and Events Annually we organize alumni meets for all departments and we also invite them for various events of the college. 201819 Alumni Association created a Google form to collect details of alumni of the college. We successfully collected data of 2044 alumni of the college. The following events were conducted for engaging the alumni of the college: 1. On 14th July, 2018 Alumni Association conducted a Career Guidance Seminar for current students for which passed out students working in different companies like Akshay Desai, Bishal Bose were invited to conduct the session. 2. On 23rd July, 2018 two alumni from each Department were invited to guide the fresher's about the college rules. 3. On 31st July, 2018 Rasha Kirmani, Pankaj Kumar, Alumni of the college were invited to welcome the

fresher's (FY students) and judge the Mr. Ms. Fresher Competition. 4. On 13th August, 2018 Neha Dalal , Alumni of I.T./C.S. Department were invited to the campus to inaugurate Bitfest, Technical Fest of the college. 5. On 8th October, 2018 Mrs. Anjali Gupta oriented EDP Cell students on Entrepreneurial Skills. 6. Alumni Association organized a Mega Alumni Meet on 22nd December, 2018 in which all our alumni were invited to celebrate 20th Anniversary of the college. 7. To celebrate 50 years of Mahatma Education Society, our parent body, our college has decided to celebrate 50 Saturdays of the entire year for which Alumni Association in association with Student Council inaugurated Golden Saturday on 5th January, 2019 for which alumni of Student Council were invited to flag the event. 8. On 12th January, 2019 Alumni Association with Department of Commerce conducted an event "Be YOUNique" for which Mr. Vibhu Mishra and Mr. Unnikrishnan P., Alumni of B.Com. were invited as guests. 9. On 19th January, 2019 Alumni Association with Department of Accounting and Finance conducted a session on "Financial Investment Planning Literacy" for which Mr. Akshay Parmar, Alumni of B.Com. Accounting and Finance were invited as guests. 10. On 26th January, 2019 Alumni Association with N.S.S. organized Republic Day Celebration for which our alumni Mr. Inder Sharma, Mr. Ashish Kadam, Mr. Abhishek Upadhyay, Mr. Suraj Pradhan, Mr. Khusal Sawant, Ms. Jasmine Nannavan of N.S.S. were invited as guests. 11. On 16th February, 2019 Alumni Association with Department of Mass Media conducted a a Session on "Editing in Contemporary Media" for which Ms. Gayathri Menon, Alumni of Mass Media was invited as guest. 12. On 23rd February, 2019 Alumni Association with Department of Management Studies conducted a Session on "How to maintain Client Relations for your Business" for which Mr. Arjith Wadhwa , Alumni of Management Studies was invited as guest. 13. On 2nd March, 2019 Alumni Association with Department of I.T. C.S. conducted an Annual Award Distribution Function along with a session on "Inspirational Stories by Alumni" for which Mr. Amandeep Singh, Mr. Nitish Patil, Mr. Ravindra Vilas Malpute, Mr. Shashank Pathare, Mr. Sukhdeep Singh, Mr. Tanay Vilas Patil, Mr. Varun Nair, Mr. Vikith Jain, Mr. Ankit Goregaonkar, Mr. Prashant Shivhare, Mr. Bishal Bose, Ms. Basanti Pun, Mr. Sanket Chinatamani Gangare, Alumni of I.T. C.S. were invited as guests. 14. On 9th March, 2019 Alumni Association with Department of Biotechnology conducted a talk on "Research and Development" and invited our alumni to judge the Departmental Poster Competition for which Mr. Abhilash Das , Alumni of Biotechnology was invited as a guest. 15. On 9th March, 2019 Alumni Association with Student Council organized Rose Day in which our alumni of Students Council were invited as guest. Evidence of Success: The Alumni Association has been able to imbibe a number of academic and nonacademic skills in a large number of students. Students have been mentored and have also received career support from the alumni. Problems encountered and resources required: Despite loyalty, alumni engagement can be a challenge for even the most wellconnected higher education institutions. In part, this is because many people consider colleges and universities little more than a relatively short stop on their chosen career paths – the strong relationships that fuelled alumni participation in the past largely dissipate over time.

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

<https://pcacs.ac.in/igac/best-practices/>

7.3 – Institutional Distinctiveness

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

Through proper planning and strategies, the institution focuses at delivering to its best ability the vision of the college. The nation in general and the state in particular, is marred with the problem unemployment among educated

youth. Therefore, the need for "Skillbased system of education" is becoming more relevant in present times. A couple of important initiatives has been taken at the institution for enhancing the employability quotient of students.

1. The Centre of Excellence has introduced a number of add on Certificate Courses for skill training of students that provide certifications to students in diverse areas. Students are highly encouraged to take these courses that are offered by external trainers. These courses are conducted over holidays, after college hours and on the weekends. . With a distinctive vision to impact the society, the Centre trains students in relevant skills for immediate employment. This is a big step towards diminution of the problem of educated unemployed youths in the state. The College also assists the successful students in getting lucrative placements across the country. Collaborative Certificate Courses are offered to students as well as autonomous Certificate Courses the curriculum for which has been designed and approved by the Board of Studies set up for the purpose. Autonomous Courses are designed based on industry expectations by including Industry Experts on B.O.S. and feedback from Placement Cell of the college. Note: Certificate Courses introduced during the Academic year : the data available on

(<https://pcacs.ac.in/igac/institutionaldistinctiveness/>) 2. Students can also complete courses certifications of massive open online course (MOOC) which delivers learning content online to any students who wants to take a course. It provides an affordable and flexible way to learn new skills. 3. PCACS runs a Competitive Exam Centre in association with Aasha Competitive Careers Centre to train students for various competitive exams like UPSC, MPSC, Staff Selection and Banking. Note: The Centre runs following training programs for: the data available on (<https://pcacs.ac.in/igac/institutionaldistinctiveness/>) 4. The

Incubation Cell at the college aims to nurture entrepreneurs and entrepreneurship. It aims at building sustainable businesses thereby developing entrepreneurship skills among the youth and job creation within the community.

A number of activities were conducted in the said year towards realising the vision of the incubation cell. a) A Seminar for students to introduce activities of Incubation Cell on 4th August, 2018. b) Formation of IPR Cell and IPR Policy. IPR Cell was constituted in the institution on 26th November, 2018.

c) A National Seminar on Intellectual Property Rights and its role in Indian economy was organised on 1st April, 2019.

Provide the weblink of the institution

<https://pcacs.ac.in/igac/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. Introduce Additional Certificate courses addressing cross cutting issues like gender, environment, human values and professional ethics 2. Create Global Linkages 3. Strengthen Alumni Participation 4. Strengthening Consultancy Services 5. Incubation Centre to conduct more activities on tie ups 6. Strengthen Industry Collaboration MOU 7. Foster innovation through Innovation Club 8. Conduct Environment / ISO and Internal Audit 9. Conducting more activities through Navi Mumbai College Association 10. Value Education to be given importance 11. Encourage faculty and students to participate in research projects 12. More participation of teachers in academic bodies 13. Provide teachers training with New method of teaching 14. Conduct more IPR cell activities