SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

RIZVI EDUCATION SOCIETY'S RIZVI COLLEGE OF ARTS, SCIENCE AND COMMERCE

RIZVI COLLEGE OF ARTS, SCIENCE AND COMMERCE, OFF CARTER ROAD, BANDRA WEST.
400050
www.rizvicollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Rizvi College of Arts, Science and Commerce has completed 37 years of Academic Excellence spreading quality education and making a remarkable contribution in the field of Education as one of the most sought-after colleges in Mumbai city.

The college is committed towards providing quality education through class room teaching, practical training with one of the best infrastructure facilities. The campus is spread over nearly an acre of prime land with an annexure building of HMCT comprising of approx. four thousand square meters. The entire campus is under CCTV surveillance providing 24x7 safety and security.

In keeping with the times, the college has undergone digital revolution with LCD projectors and white screen in almost all classrooms. Digitalization of the library has led to better and faster access to books, periodicals magazines, and other sources of research and academic materials. The Wi-Fi enabled campus makes electronic resource more accessible facilitating enhanced learning and research capabilities and a modernized learning experience.Green initiatives like compost pit, e-waste management, conducting regular green audit, and ensuring carbon neutrality have been initiated for creating a healthier environment.

Our pursuit of quality and excellence in co-curricular, extra-curricular and extra- curricular has resulted in our college promoting cultural, language and social responsibility through various departmental and extensions activities and worked for promotion of humanity and social integrity. Blood donation, beach cleaning, tree plantation, social awareness campaigns, gender sensitization are some of the activities which witness a large number of participation of students.

The institution provides niche for research and conducive environment for its promotion and development through research cell. Many teachers have been recipients of grant for minor research projects. The college publishes an indexed double blind peer review biannual international journal with an ISSN number and an impact factor of 8.694 (SJIF 2022).

The college hasbeen accredited twice by NAAC with B grade in Cycle I in 2004 and again in 2011 with CGPA 2.84.

Vision

The Rizvi Education Society was established by Dr. AKHTAR HASAN RIZVI in the year 1982, who set his heart on the realization of a dream "the establishment of a mini university", catering to a variety of educational interests and aspirations. Rizvi College of Arts, Science and Commerce was started in the academic year 1985-86 and Hotel Management in the Year 1992-93. Today, the Rizvi Educational Empire has expanded to unimaginable dimensions. As of now, we have twenty-two institutes in all, not only in Mumbai but in Jaunpur, Allahabad (Kaushambi, Karari) as well.

The college is a recognized Muslim Minority institution by Govt. of Maharashtra. Located at Queen of Mumbai's coastal suburbs, it serves the quest of knowledge for many, including students from lower socio-

economic backgrounds, female students, first-generation learners, and differently abled students. It aims at providing quality education that is accessible and affordable, whichprepares students for future prospects, lifelong learning and provides citizen leadership for our society. It aims to reach out to the less fortunate who are not able to pursue higher education, especially those belonging to the Muslim minority community. Because of the college's comprehensive offerings and its support services, it attracts a large numbers of students from the vicinity.

The Vision of Rizvi College is "**upliftment of Muslim minority students through quality education**". The mission of the College is to "Humanize, Equalize, Spiritualize". Humanize - Treat all living beings equally. Equalize - Respect each other, observe and practice the value of coexistence. Spiritualize- Purify and Strengthen minds against corruption.

The institution's mission and vision statements represent the unique qualities of the organization. The institution's vision aims at spreading humanity, equity and spirituality thereby strengthening the foundations of ethics and human values.

Mission

The Mission of the College is to deliver excellent education and create new knowledge through innovative studies, undergraduate, postgraduate, and doctoral degree programmes, and to prepare students for careers as computer and IT professionals, Research, Management and Catering in the many diverse fields of business, government, and academia.

To promote a teaching and learning process that improves knowledge and abilities, while advancing the contemporary era, resulting in the incorporation of research and innovations into interdisciplinary and multidisciplinary domains, and ultimately leading to new heights in education.

Objectives:

- To impart quality education to our students. ·
- To develop the self-reliance and determination of our students so that they can respond with courage and sensitivity to personal and social issues.
- To enhance the overall personality of our students.
- To generate an awareness of women's issues, human rights and environmental issues, so that they understand and respond constructively.
- To encourage Muslim students to develop their religious conviction in an atmosphere of respect for other faiths and for each individual's personal beliefs.
- To foster, in our students, a sense of national identity that is secular and multicultural with respect to tolerance and respect for all religions and cultures.

We try to foster the goals of the college through the teaching-learning process. We address the needs of the community and national development through numerous extension activities.

In its tireless effort to impart equal educational opportunity to all it emphasizes on moral ethics and human values which will go long way in achieving newer heights in our goal of imparting quality education to students and making them a responsible citizen of the country.

The institution hopes to become a center of excellence by imparting knowledge and skills, fostering leadership traits, and promoting inclusiveness and equal opportunities for everyone.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The college is located in the heart of Mumbai with connectivity from Bandra and Khar Stations with a beautiful location at Carter Road.
- Being a Muslim Minority College, the institution nurtures and provides safe learning environment and opportunity for a large section of students coming from lower socio-economic background.
- The College is taking efforts for skill enhancement of the students through various courses and training through experts from the field.
- The college offers various opportunities to link text with context by facilitating various field visits, excursions and educational tours to enhance the learning experiences of learners.
- The Science Laboratories and restaurants provide in house training for the students.
- The Hospitality Management of our College is equipped with the latest training facility which provides a cutting edge to our students to compete at international level.
- CS and IT departments comprises of 3 spacious labs and are equipped with the trending soft wares to meet the industrial requirement.
- The efficient staff under the able guidance of IT faculty was trained to conduct online exams free of cost throughout the pandemic.
- Numerous entrepreneurship skills are perpetuated through visit to various industries and Business Houses to introduce the learners with better future prospects.
- An intense participation in extension and co-curricular activities provides an opportunity for overall development of personality of the students.
- Inculcation of gender values and environmental consciousness is nurtured day in and day out through exposure at college, university and societal level.
- The College also provides insurance to learners under "YUVA RAKSHA GROUP INSURANCE SCHEME".
- The sports department makes provision for best coaching and facilities for the enhancement of student's capabilities to showcase their talent at various platforms such as University, State, National and International levelcompetitions.
- The philanthropic gesture of the management coupled with establishment of 'Help Yourself Foundation' provides a niche amongst students and staff for upliftment of society through participation in numerous activities through donation drives and awareness campaigns.
- The entire team of dedicated teaching and non-teaching staff stood united despite the vacation period and worked tirelessly towards preparation and submission of SSR.

Institutional Weakness

- The college has majority of students belonging to lower socio-economic background which is a hurdle for pursuing higher educating.
- Thedisproportionateteacher student ratio due to university norms poses a challenge in imparting quality education.
- Lack of permission by the Government authorities and resistance by locals is the major obstacle in

expansion of college premises.
- Majority of the students are first or second generation learners who find it difficult in coping with English as a medium of instruction.
- Lack of freedom in framing the syllabi and framing of courses affects the need based educational requirement of the learners.
- Lack of funding from the government has obstructed the infrastructural growth of the college for environmental sustainability and protection.
- Non receipt of NOCs for the posts of aided teachers has developed a feeling of resentment and insecurity amongst the temporary faculty. As a result of this, the attrition rate of teaching faculty has affected the quality of teaching and has hindered the student teacher relationship.

Institutional Opportunity

- Applying for autonomy with better grades in third cycle.
- The students will be able to add on social values through various social and community outreach programmes.
- To start more skill based and value added course to provide better future prospect to the students.
- To increase academia - industry linkages for better comprehension of knowledge and its applicability to connect text with context and for placement opportunity
- To provide internship opportunity to learners for attainment of practical knowledge

Institutional Challenge

- Increasing demand and pressure for conducting add-on and skill based courses add additional responsibility on the staff and hence affect the regular teaching.
- Establishing research culture amongst students is a challenge since most of the students hail from non-academic and lower socio economic background. This forces them to rely on earn-while-learn and thereby creates obstacles for their participation in research and higher education.
- Non-receipt of NOCs for appointment of faculty adds to the financial burden of the institution. These funds can otherwise be channelized for other academic and co-curricular activities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curriculum is an important aspect in every education system. The college follows the curriculum prescribed by University of Mumbai. The teachers of the institution participate in activities related to curriculum development and assessment of the affiliated University. They are also involved in curriculum development through participation in Academic councils, Board Of Studies, and Syllabus framing committees, formed by the University.

Teachers are also part of the Paper Setting and Assessment of University exams. Some courses like the Foundation Course have Compulsory project work / assignment and most students opt forthe same. The teachers ensure effective curriculum delivery by preparing a proper teaching plan and following the academic calendar. They are supported by the institute with initiative like "Principal address" as orientation programme

for the first year students.

Mentors identify the advanced and slow learners and they are provided guidance and counseling accordingly. Remedial coaching is conducted for slow learners. CIE management includes internal tests, practical sessions and viva voce practice, periodical tests, project work.

Academic flexibility is ensured for those seeking admission in the college. Conventional chalk-talk method coupled with ICT teaching pedagogy is followed in the institution. Assignment, student's seminar, project work etc are organized for student centered learning method. Thrust on development of knowledge and skills are provided through various programs in the college in addition to value added courses and value based education. After elaborate discussion on the content and organization of syllabus in respective BOS the decisions are taken for the implementation of add-on and certificate courses.

The institution integrates cross- cutting issues related to professional ethics, gender sensitization, human values, environment and sustainability. It is achieved through syllabus of all subjects and through various programs conducted by the college committees and associations. Several co- curricular, extra-curricular and extension activities are being conducted in the college to enrich students with wide variety of co curricular developments.

The institution receives annual feedback from students, teachers, parents and alumni on the course curriculum, Infrastructure, administration and faculty. Same is analyzed and actions are conveyed individually for better college administration.

Teaching-learning and Evaluation

The College is a minority institution affiliated to University of Mumbai. Itconducts conventional and self finance courses with vast career options. The institute has always focused on the learner's holistic development and caters to all their needs for academic and overall development. Qualified faculties are recruited as per UGC norms to ensure the quality of education. The institution has M. Phil., Ph.D and NET/SET qualified staff.

The College follows the examination pattern and reforms introduced by the University of Mumbai for continuous internal and external evaluation for all undergraduate and postgraduate courses. Itis accommodative of students who display low level of learning and triesto help them to overcome their limitations. With students who display an advance level of learning, they are encouraged to harness their skills and abilities to develop them further.

In order to enhance the learning experience, student centric learning is promoted through a combination of exponential participative and problem solving techniques. Information and Communications Technology (ICT) enabled teaching methodologies are followed by the faculty members in class rooms. It helps to catalyze the transformation of information into student learning. Continuous evaluation is made through internal assessment/assignments, field visit / field work and seminars presentation. Internal assessments are conducted regularly as per the schedule given in academic calendar.

Every class is assigned with amentor to interact with the students and to identify specific learner's needs especially of those with learning disability, if any. Counseling centre helps the students to deal with their issues. Internal and external counselors are appointed by the institute to help the students on different issues particularly in academics and over all development.

Alumni meets are organized to help the students to interact with the alumni to understand the industry - academia balance. The college adheres to government policies for differently abled students by following the guidelines to provide them extra time in examination. A thorough evaluation of the program and course wise results is carried out and result analysis is prepared. The teaching- learning is assessed by mapping the result with curriculum.

Research, Innovations and Extension

Rizvi College of Arts, Science and Commerce is known for its research environment. Our staff has credited approx 114 UGC CARE Listed paper and 62 books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the last five years, which attracts attention amongst academicians and researchers and raises critical concerns on various aspects of society from varied fields.

The college has also provided a platform to its staff and researchers across the globe to get recognized and share their research findings through its high indexed double blind peer review biannual international journal with an ISSN and impact factor of 8.694 (SJIF 2022).

Not only our faculties are enthusiastic but our college also supports students to pursue research. Many of our staff and students are able to get themselves recognized at national and international levels. To inculcate such enthusiastic research aptitude the college has facilitated students and staff with good infrastructure and digital library which connects with lots of digital tools, e-content and e-services.

The departments, committees and extension bodies are the pillars which are continuously engaged in polishing and molding students as the good human. Apart from academics the students are benefited with various activities and opportunities which flourish them. We place a strong emphasis on the social development of students by generating moral awareness and a sense of responsibility that when we benefit from society and nature, we should serve back. Our college also emphasis on creating awareness in society about value of natural resources, gender issues, health issues etc. We not only get support from our management but also get help from various collaborating agencies and NGO's to cater the needs of our students and community.

Our departments, committees and extension bodies are constantly engaged in organizing workshops, seminars, webinars, conferences, extension activities, field visits, etc. for over all development of students, society and in turn nation.

Thus we at Rizvi not only produce academic scholars, rather we consciously produce scholar with human values who should act as an agent of social change.

Infrastructure and Learning Resources

The institute provides infrastructure to facilitate the teaching, learning and administrative process. We ensure the optimal use of infrastructure. The ground floor includes the admin office, the principal and vice principal office, canteen, auditorium, NCC room, and a gymkhana.

The college has 46 classrooms, 2 auditoriums, 5 pure science laboratories, 2 exam rooms, 2 seminar rooms, 7 training kitchens/restaurants, store rooms, bakery lab, 3 IT and CS labs, 2 libraries stocked with large number of books and periodicals.

There are 239 computers connected by LAN. The internet speed is 500 mpbs. All admin functions including admissions are fully computerized. CCTV is installed for security purposes. Parking is available for teaching and non-teaching staff. Lifts are used by staff and students.

Library is an integral part of our college situated on the 5 th floor, is well furbished with a spacious air conditioned reading room. Library functions are automated using SLIM21 software and library website provides 24x7 accesses to various e-resources through NLIST and DELNET database. Library makes use of ICT tools and technologies to provide fast and efficient services.

Twenty two computer points are provided with internet access for students and teachers. A section of library is dedicated for specially abled students for their academic work.

Staff facilities include an air conditioned staff room and separate washrooms. A dedicated space is created for staff in the library. One Xerox centre is available in each campus. Infrastructural facilities are sustained through committees like CDC, IQAC and the purchase committee.

Student Support and Progression

The institution have an adequate framework in place to provide students with all of their support needs, such as counseling, academic advising, and career help. We have an active Mentoring committee and a Trained In-house Counselor CA. Ashfaque Karim who is available in the campus to assist students overcome their obstacles and make wise decisions. These services attempt to meet their personal, academic, and professional needs. College have Girls common room where female students can gather, relax, and interact with their peers in a safe and secure environment. It offers a sense of privacy and protection, which is particularly important in promoting the well-being and comfort of female students. The college organizes various capability enhancement programs for ICT skills, Personality Development etc.

The institution has a clear mechanism in place for awarding scholarships and freeships to meritorious students. Students from low-income households can now access education and receive support for their academic development due to these financial aids. The College also provides concession and installment facility to economically weaker students.

A strong emphasis on placement support is essential for students' smooth transition from college to the workplace. For the purpose of helping students find internships, jobs, and networking opportunities, the college has a designated active placement cell.

The institution has strict anti-ragging rules and programmes in place to foster a welcoming and safe campus community. To safeguard the safety and protection of students, the institution runs awareness campaigns, has anti-ragging committees and squad, online as well as offline mechanism for submitting grievance and takes disciplinary action against perpetrators.

Promoting sports and cultural activities contributes to the overall development of students. The institution gives students the chance to take part in sporting events and cultural activities at University, National and International level. These activities foster teamwork, creativity, leadership, and provide a platform for self-expression.

By offering current students networking opportunities, mentorship, and industry insights, good relationships

with alumni can be advantageous. Institutions promote alumni participation in activities that advance their careers and foster a sense of pride and affiliation with the institution.

Governance, Leadership and Management

The institution practices democratic and participatory governance, with active participation from all stakeholders. The Strategic Plan of the College is developed in accordance with the Mission and Vision Statement and is dynamically revised.

The Governing Body and the CDC delegate authority to the Principal, who in turn assigns it to a well-oiled mechanism consisting of various academic and administrative committees to organize, oversee and ensure smooth operation. E-governance is implemented in all key areas of operation. We have a tie up with MasterSoft Digital ERP Solutions for managing admissions, MIS, attendance, feedback, etc. A well-established mechanism of effective financial management ensures optimal utilization of resources for the overall development of the academic and administrative activities. Financial audits are conducted regularly and Government norms are strictly adhered to in audit of accounts.

Towards welfare of its staff members, the institution offers a Co-operative Credit Society wherein staff members can avail loan facilities for themselves. Knowledge enhancement is ensured by providing support for the staff to attend FDPs as well as organizing some such on campus. A subscription through our digital library to NLIST and DELNET ensures access to the latest information at our fingertips. We are also an established SWAYAM NPTEL local chapter for SWAYAM courses.

The institution has in place a Performance Appraisal System for both Teaching and non-teaching staff. Feedback about the curriculum, administration and faculty is collected every year from students, parents, teachers, alumni and employers. It is analyzed used for initiating changes for development in the system. A different appraisal mechanism is followed for the non-teaching staff as well.

IQAC cell constantly analyzes the current scenario, and encourages and motivates all the staff and students to attend the numerous programmes conducted towards holistic development. Bridge courses and remedial classes are conducted if needed, to help the student in a seamless transition with the syllabus on hand. Every class is assigned with a mentor who liaisons with the student, their parents and the authorities to ensure that every student gets the required support. IQAC encourages departments and committees to collaborate with other institutions, organizations and NGOs to conduct skill enhancement training programmes and courses to help bridge the industry academia divide.

Institutional Values and Best Practices

Our institute is always on forefront to promote gender equality and always supports women's voice. CCTV cameras, security guards on campus, discipline committee always ensure women's protection. Various activities/seminars/workshops are held on self-defense, women's health/nutrition/legal rights/violence etc. International women's day in collaboration with Help Yourself Foundation is also celebrated.

To educate our students on the history, traditions and practices of India institution also celebrate national / international /commutative days and festivals. Republic/Independence Day, Swachh Bharat Abhiyan, Street plays, National Science Day, World environment Day etc. Hindi/Marathi/Urdu Divas are held to promote

linguistic and cultural diversity and multilingualism.

Our institution takes all care through various activities to provide clean and green campus by conducting cleanliness drive, Swachh Abhiyan, Plastic Mukt, Paperless campus etc. Beyond the campus activities include Beach Cleaning, Water Conservation Rally, Mangroves Bachao, Planting of medicinal plants in the campus and planting of trees in adopted Village Manor (Palghar) etc. Solid Waste Management, E-Waste and plastic donation drives are also held regularly.

To provide inclusive environment, harmony and tolerance towards regional/cultural/ linguistic and for promotion of constitutional values and rights, we celebrate various festivals and commemorative days with zeal. Intercollegiate cultural fest Jashn-E-Rizvi provides the opportunity for students to showcase their talents, leadership quality and teamwork. The annual college magazine provides an opportunity for students to express their ideas in different languages. Samvidhan Divas, Rashtriy Ekikaran Divas, Minority Day promotes National values. Seminars/Webinars/Talks/Poster Competitions are held on non-violence, unity, on Human Rights, Gender Bulling and social and environmental issues across the academic sessions.

Some of the best practices during the entire assessment period comprised of Adoption of Village- Manor at Palghar district, Digitalization of College Library, Medical Help and Scholarships, Expert coaching to the players, Financial patronage, Helping hand to poor and needy people during Covid-19 pandemic, Biannual International Journal of Research and smooth conduction of teaching and conduction of exam during whole lockdown period without any cost involved.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	RIZVI EDUCATION SOCIETY'S RIZVI COLLEGE OF ARTS, SCIENCE AND COMMERCE
Address	Rizvi College of Arts, science and Commerce, Off Carter Road, Bandra West.
City	MUMBAI
State	Maharashtra
Pin	400050
Website	www.rizvicollege.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Ashfaq Ahmad Khan	022-26480348	9969503687	022-2648774 8	principal.asc@rizvicollege.edu.in
IQAC / CIQA coordinator	Mariyah Gour Ghori	022-2648034	9920745119	022-2648774	mariyahg@rizvicollege.edu.in

Status of the Institution	
Institution Status	Grant-in-aid

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

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minoriry Status OG Combined.pdf
If Yes, Specify minority status	
Religious	Muslim Minority
Linguistic	
Any Other	

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	14-08-2007	View Document
12B of UGC	14-08-2007	View Document

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

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Rizvi College of Arts, science and Commerce, Off Carter Road, Bandra West.	Urban	0.98501	4116.99

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	H.S.C	English	216	169
UG	BA,Arts	36	H.S.C	English	384	378
UG	BCom,Commerce	36	H.S.C	English	1760	1759
UG	BCom,Commerce	36	H.S.C	English	216	146
UG	BMS,Commerce	36	H.S.C	English	432	402
UG	BCom,Commerce	36	H.S.C	English	216	182
UG	BSc,Science	36	H.S.C	English	384	232
UG	BSc,Science	36	H.S.C	English	360	202
UG	BSc,Science	36	H.S.C	English	216	163
UG	BSc,Science	36	H.S.C	English	900	778
PG	MCom,Pg	24	B.Com BMS BBI	English	240	134
PG	MSc,Pg	24	B.S.C	English	5	0
Doctoral (Ph.D)	PhD or DPhil ,Doctorate	36	Master Degree inBotany	English	3	0
Doctoral (Ph.D)	PhD or DPhil ,Doctorate	36	Master Degree in Zoology	English	4	1
Doctoral (Ph.D)	PhD or DPhil ,Doctorate	36	Master Degree in Commerce	English	5	4
Doctoral (Ph.D)	PhD or DPhil ,Doctorate	36	Master Degree in Chemistry	English	4	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				13				23			
Recruited	0	1	0	1	8	5	0	13	8	8	0	16
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				61			
Recruited	0	0	0	0	0	0	0	0	27	34	0	61
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				66
Recruited	45	8	0	53
Yet to Recruit				13
Sanctioned by the Management/Society or Other Authorized Bodies				114
Recruited	102	12	0	114
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	7	2	0	2	1	0	13
M.Phil.	0	0	0	0	1	0	3	1	0	5
PG	0	0	0	1	2	0	3	6	0	12
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	5	0	9
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	23	28	0	51
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	28	23	0	51

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2871	61	2	0	2934
	Female	1496	16	0	0	1512
	Others	0	0	0	0	0
PG	Male	60	1	0	0	61
	Female	75	1	0	0	76
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	4	0	0	0	4
	Female	1	0	0	0	1
	Others	0	0	0	0	0

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Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	6	16	22	15
	Female	7	18	14	5
	Others	0	0	0	0
ST	Male	0	0	3	1
	Female	1	1	1	0
	Others	0	0	0	0
OBC	Male	18	35	47	23
	Female	8	17	30	14
	Others	0	0	0	0
General	Male	1994	1845	1668	2108
	Female	1108	1150	1114	1307
	Others	0	0	0	0
Others	Male	29	45	87	80
	Female	17	31	58	51
	Others	0	0	0	0
Total		3188	3158	3044	3604

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Recent introduction and implementation of National Education Policy requires a revolutionary perspective in initiating and offering a multidisciplinary approach to the learners. Since the college is affiliated to University of Mumbai it is bound to follow the University instructions and the guidelines from time to time. Accordingly, the institute has continued interdisciplinary approach towards extracurricular activities integrating different departments. Faculties are encouraged to participate in workshops, seminars and webinars on NEP to keep them updated with various facets of NEP 2020. Various co-curricular and extracurricular activities allow for exchange of knowledge and thus add to an interdisciplinary

	approach. Students are motivated and trained through Avishkar Research Cell to conduct research with multidisciplinary approach. College publishes a Bi-annual Interdisciplinary Journal of Research with 8.694 (2022) impact factor which allows faculty and students to reach a broader intellectual fraternity across the globe. Govt. of Maharashtra has decided to implement NEP 2020 in all affiliated colleges from the Academic year 2024-25. The institute is proactively working towards implementation of the suggestions given in the NEP and intends to be ready for the same before January 2024.
2. Academic bank of credits (ABC):	The institute is affiliated to the University of Mumbai. College has taken initiative for developing Academic Bank of Credit for learners as per the guidance received through circular from University of Mumbai. The Academic Bank Credit (ABC) is aimed at establishing digital storing of academic credit of all registered candidates earned from various recognized HEIs (SWAYAM and ODL mode). These are then taken into account while awarding the degree to the learners. Following the circular issued from University of Mumbai College took the initiative of registering the students for ABC ID and has by now have successfully completed about 70% of the registration. Registration of ABC ID is made compulsory at the time of admission only from Academic year 2023-24.
3. Skill development:	The college has conducted a large number of add-on and certificate courses to support the skill development of the learners and to prepare them for various future prospects. The Institute sponsors a variety of events to foster the growth of soft skills, life skills, values, career assistance, etc. Activities for developing soft skills included group discussions, debates, and webinars. Major life skills programmes included classes on mindfulness, entrepreneurship, and yoga, among others. Workshops on the Loop Band, soap-making, candle-making, cake-making, poster competition, advanced Excel, research methodology, SPSS, and SEM, among other activities, feature among the major vocational skill development activities.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institute promotes the learning of Hindi by hosting a number of programmes, including webinars, seminars on cultural heritage, and

	celebrations of Hindi Diwas. A large number of activities are conducted by department of Urdu at college, national and international level for development and promotion of Urdu language. Additionally, the curriculum of different degree courses incorporates cultural values from Indian culture into subjects like corporate governance, ethics and social responsibility of business, human rights, and value education. This helps students develop a value-oriented mindset. Department of English hosted a certificate course in Content Writing to enhance the comprehension and writing skills of the learners. The institute always supports students' efforts to promote language and art via various channels and gives them a forum to do so. The Arts Association of the college also actively engages students through organizing events where students are able to showcase their linguistic, ethnic and cultural identities. The Annual Intercollegiate Cultural fest – JASHN-E-RIZVI and DIGIFEST – an intra- collegiate cultural festival during Pandemic provides ample opportunity to students to exhibit their talent in the areas of art, literature, culture, and language (Urdu, English, Hindi, and Marathi). The themes for Jashn-e-Rizvi in the recent past have been "Rizvi kerang Sufi ke Sang" and "Rizvi ke Rang Marathi Ke Sang".The next on the cards is "Rizvi ke Rang Gujrat ke Sang". In order to further their education, students are also urged to sign up for online courses through websites like SWAYAM and UNESCO.
5. Focus on Outcome based education (OBE):	The institute offers a number of programmes. All of these curricula are provided as part of outcome-based education (OBE), which is created by the University of Mumbai in accordance with regional, national, and international standards. With explicitly specified Programme Outcomes, Programme Specific Outcomes, and Course Outcomes, the Institute has introduced outcome-based education. The University syllabus drafting committee has recently begun incorporating Programme Outcomes, which are essentially a variety of skills and information that a student would possess upon programme completion. OBE seeks to provide high-quality education. The CO-PO mapping process is being refined and simplified with the aid of outcome-based education software, enabling better outcomes to be obtained.

	The cognitive talents of remembering, understanding, applying, analyzing, evaluating, and creating are the focal points of all courses' delivery. In addition to domain-specific knowledge, learning outcomes at all levels guarantee social responsibility, morality, and entrepreneurial abilities so that students can actively contribute to the country's economic, environmental, and social well-being. To implement the spirit of NEP, every course is delivered with proper respect for societal requirements as a whole.
6. Distance education/online education:	Since July, 2020 educational institutions in the country have employed digital platforms for engaging classes, conducting conferences, meetings etc. Online education has broken the geographical barriers creating interaction of experts and students from distant locations. Opening up of the educational institutions after pandemic has resulted in adoption of the hybrid mode of education comprising of online and offline resources. This can be considered as the new normal, which is envisaged in New Education Policy as well. Due to the experience gained during the closure period of Covid-19, access to online resources by teachers and students will not be a constraint anymore. As a part of course curriculum, MOOC courses are offered at the institute which promote the blended learning system to the learner. Departments are also taking the initiative of conducting online courses like content writing, Digital Marketing, Python, Cloud fundamental, Advance Excel to name a few.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Whether Electoral Literacy Club (ELC) has been set up in the College? The institution has dedicated team of staff who, under the abled guidance of our management, keep striving to spread electoral literacy through voter's registration and awareness drives for the students, staff and in the neighboring areas of the college. First time voters are oriented on the various aspects of election. Students are encouraged to participate in seminars, webinars, awareness drives and registration drives to sensitize them for better electoral literacy and maximum participation.

2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Under various committees and extension activities, the staff volunteers are provided with training at college level and sent to collector's office for training too. NSS team of the college has been pro-active in organizing a large number of events related to spreading electoral literacy. Volunteers, after receiving the training from collector's office, also assist in facilitating the differently abled for casting their votes.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The student and staff participate in large number for voter's registration drive where the new students are sensitized, orientated and guided for registration process. New voters are identified from the admission data and Help desks aresetup in college for facilitating the process. Arrangement for team from District Collector's office is done in the college premises so that the registration of new voters (students, their family members, and the residents in the vicinity of the college) can be facilitated with ease. The student representatives assist and guide the new voters in filling up of form. Assistance for corrections, updation is also provided. Guidance is provided for collecting the proofs for entire registration process. Guest lectures, seminars and webinars are organized for promotion of ethical voting, increasing the percentage of participation in voting. Street Plays are organized in the college premises and the prominent locations in the vicinity of the college for spreading electoral literacy and its significance. Voters are made aware of the right to vote. Rallies are organized by the college where all the students of Rizvi sister concerns also participate to spread awareness and to enhance the participation of stake holders in casting their vote in the neighboring areas of the college. Voter's Awareness Drive is conducted every year whereby the volunteers participate in a week long activities for motivating the stake holders for exercising their ethical rights as voters. Signature campaigns and slogan competitions are organized to promote and motivate the students and the staff for the same. The college premises is provided to district collector as polling booth for casting of vote and declaration of results. All the teaching and Non-Teaching staff diligently and responsibly perform the duties assigned to them during the election process.

4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The Institution in collaboration with sister concerns and Help Yourself Foundation organizes rallies and drives to motivate the voters for registration process and exercising their rights. Students are enlightened on the entire process of voting and its significance. Through various campaigns and competitions idea of ethical voting and responsible citizenship is induced amongst all the stakeholders. The NSS unit of the college plays an extraordinary role in facilitating the entire process from filling of the forms to document verification and submission apart from volunteering at collector's office and facilitating the differently abled for convenient casting of the vote. Thus, the institution through its various activities, ensures effective participation and smooth conduction of entire election process.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The institution aims to continue its efforts towards participation in the flagship program of the Election Commission of India for voter education, spreading voter awareness and promoting voter literacy in India. Through various strategies it will ensure reaching out to new voters and all the other stake holders who are eligible voters to increase their participation in the electoral process. In its attempt to spread electoral literacy it will enlighten and empower citizens of the nation to register, participate and caste their voting rights in the rightful manner. Thus it will stimulate and motivate the stakeholders for effective participation in the entire election process.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4583	4470	3044	3158	3185

File Description	Document
Upload Supporting Document	[View Document]()
Institutional data in prescribed format	[View Document]()

2 Teachers

2.1

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

Response: 113

File Description	Document
Upload Supporting Document	[View Document]()
Institutional data in prescribed format	[View Document]()

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
88	92	76	62	61

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
69.9	21.5	73.6	80.0	58.201

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

The Rizvi College of Arts, Science and Commerce is affiliated to University of Mumbai and is bound to follow the curriculum prescribed by the University. The institution assures effective curriculum delivery through a planned and documented process.

The institutes adapt the following to fulfil the goal of sound academic planning and curriculum implementation:

- **Academic calendar:** It serves as a source of information and planning for departments/ committees/ students as a source of information and planning. It is prepared by IQAC in consultation with department/committee incharges and members to define tentative plan for both curricular and extra-curricular activities.
- **Time table:** Time table is prepared by time table committee based of the work load sanctioned to each department by the university. Heads of each department then prepares the individual time-table for teachers and same is distributed among the faculties.
- **Teaching Plan:** The faculties prepare their teaching plan refereeing to university schedule of terms. It is submitted to IQAC at the beginning of each academic year for effective planning throughout the academic year.
- **Perspective Plan:** The Department and the committee head in consultation with the members submit the perspective plan for conduction of various, departmental, curricular and extracurricular activities.
- **Teaching aids:** The teachers use conventional method of teaching as well as the use of ICT tools for better delivery of curriculum. Project work is assigned to the students wherever mentioned in the syllabus. The teaching learning and evaluation process includes conventional methods. Tutorials are arranged in batches for easy understanding and practical implementation of topics.
- **Curriculum feedback:** It is taken, analyzed and timely reported to help to improve learning techniques.
- **Faculty and administration feedback:** An online feedback for teachers and administration is taken from the students where the learner is able to do free assessment and the report of the same is shared with the concerned staff to critically evaluate them.
- **Mentorship:** Each class has a faculty assigned as mentor to look into the issues of the students and to facilitate a personal counseling. Mentors are available after lecture hours for academic guidance and mentoring.
- **Upgradation of Faculty:** Teachers are encouraged to attend workshops, seminars, STC, FDP OC, and RC in order to improve their knowledge and provide the best curriculum

possible. A large number of faculty perform their responsibility as paper setter, moderator, chairperson, syllabus committee and BOS members.

CIA (Continuous Internal assessment)

The internal and semester end examination structure for theory and practicals are followed as per the guidelines from university. The process involved is:

- **CIA for students is conducted through class tests, assignments, project work, visits to research laboratories, industrial/ field visits. The examination committee super wise the conduct of internal assessment. Examination schedule, time-table is well informed to the students via notices.**
- **CIA helps in identifying slow learners. Each department prepares time table for remedial coaching. Advanced learners are motivated to prepare for higher education entrance examinations and to participate into activities like AVISHKAR, seminars etc.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

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

Response: 27

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

1.2.2

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

Response: 5.94

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

2021-22	2020-21	2019-20	2018-19	2017-18
494	20	180	186	216

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

The cross cutting issues relevant to gender, environmental sustainability, human values professional ethics etc. find in ample space when it comes to applying them into curriculum. The curriculum includes many of these aspects in various programs.

Human values: Human values are profuse and assist us in living in harmony with the rest of the planet. Human values are virtues that guide us to consider the human factor when interacting with other humans. The B. Com/ M. Com/ BMS/ B.SC - CS - IT curriculum includes themes such as ethical advertising, the rights of SC, ST, children, minorities, and other marginalized groups in society. Topics such as effective communication in business, consumer rights, and consumer protection are taught to pupils in order to instill human values in them. Through computer and networking ethics, cyber laws and the right to privacy are incorporated into the subjects.

Gender equality: Gender equality entails empowering all pupils and granting them the same human rights. It entails correcting biases pupils have about themselves and other people's gender identities. When gender equality is achieved, all students will be able to continue their education without fear of

being discriminated against. True gender equality is achieved when students have equal access to and utilization of resources, as well as equal involvement in all curricular and extracurricular activities. All the departments and committees in general and Women Development Cell in particular ensure developing gender sensitivity amongst it staff and students.

Professional ethics: In an educational institution ethical behavior and conduct are to be followed by all the teaching learning evaluation process. Professional ethics is an inevitable standard that should be deeply ingrained in the minds of young students in order to transform them from the heavily contaminated commercial environment to which they are exposed. Professional ethics is taught in IT, BBI, BMS, BAF, CS & ARTS through topics like Business ethics computer and cubical ethics ethical hacking etc.

Environment and sustainability: Environmental sustainability courses prepare the students to be an engineer who will be able to assess, address and monitor the environmental issues and its sustainability. Awareness on maximum energy efficiency, global warming, and recyclability of the product is to be given to the students. Foundation course and environment studies subjects are taught. The students are provided inside into importance of environment and need for its sustainability through topics like ecosystem, environmental principles, ethics, policies, disaster management, environmental laws etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 28.41

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 1302

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from

various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 85.27

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

2021-22	2020-21	2019-20	2018-19	2017-18
1732	1707	1210	1380	1354

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1909	1900	1600	1612	1637

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

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

Response: 100

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

2021-22	2020-21	2019-20	2018-19	2017-18
374	145	117	87	40

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

2021-22	2020-21	2019-20	2018-19	2017-18
374	145	117	87	40

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 52.08

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The use of **Information and Communication Technology (ICT)** to provide support to the teaching and learning process has become an ingrained activity in educational institutions. A major benefit of ICT for the teachers is that they can make their classroom teaching more effective by making its judicious use. The students are also benefited due to possibilities for interaction beyond the classroom through ICT.

Information & Communications Technology (ICT) enabled teaching methodologies are followed by the faculty members in class rooms. It helps to catalyze the transformation of information into student learning.

Chalk and talk method suits most of our programmes. Chalk and talk method is supplemented by discussion with the help of **videos and presentations** by the teachers. All lecture rooms are well equipped with **projectors and WiFi facility** for lectures. In fact, introduction of ICT enabled teaching learning process **led to a paradigm shift from the traditional chalk and talk method to a modern innovative Teaching- Learning process.** ICT leads to **meaningful interaction between teachers and learners** and hence enables the teacher to be a **facilitator rather than a sole proprietor of knowledge and ideas. This paves the way for student-centric teaching, learning and pedagogy.**

The use of **multimedia teaching aids** like LCD projectors, seminar rooms with internet enabled computers and laptops are used in classroom.

Conscious efforts are made to upgrade technology to facilitate efficient educational transactions, both academic and administrative. The teachers use online resources through NLIST facilities made available by the college. The college also has subscription of Shodh Ganga and ShodhGangotri. These efforts enable teachers to develop **digital learning resources** (e.g.documents, presentations, animations, audio recordings and video clips) of their own.

In keeping with the regulations of the University of Mumbai, assessment, moderation and revaluation of answer books of third year examination were conducted online during pandemic year. The necessary hardware and software facilities are made available in the computer laboratories. The use of ICT has considerably improved the pace and quality of assessment. With reduced possibility of human error, the system has helped in the declaration of results within the stipulated time period. **Transparency** brought about by ICT has helped in **quality assurance**.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 100

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

2021-22	2020-21	2019-20	2018-19	2017-18
88	92	76	62	61

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

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

Response: 53.3

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

2021-22	2020-21	2019-20	2018-19	2017-18
39	40	45	39	39

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

07-12-2023 10:19:00

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

The College follows the examination pattern and reforms introduced by the University of Mumbai for continuous internal and external evaluation for all undergraduate and postgraduate courses. At the time of admission, students and parents are informed about the requirements of attendance as per the University rules and regulations.

An **induction/orientation program** is conducted at the beginning of the academic year in which the college examination committee guides first year students regarding the examination pattern and its rules and regulations. Students are warned against the use of unfair means during examinations. The **examination committee** also displays tentative dates of examination on the notice boards.

Choice Based Semester Grading System (CBSGS) has been adopted for undergraduate courses of B. A, B.Com and B.Sc. The compulsory subject of Foundation Course at the first and second year levels for arts, Commerce and Science streams has an internal assessment component of 25 marks, for which students are required to submit an assignment.

Various choices available for internal evaluation include Class Test, Home assignment, Seminar, Project Presentation, Survey, Street play, PPT, Viva and other similar modes. Guidelines for teachers and students for internal assessments are prepared as per the University guidelines and are made available to all faculty members.

Continuous evaluation is made through Assignments Submission, Field Visit / Field Work and Seminars Presentation. Personal guidance is given to the poor performing students after their assessment through remedial classes.

All the above stated efforts make the examination system and internal assessment **transparent** and robust. It enables to adapt and adjust to the changing norms, follow methods and techniques with ease of adaptation that may be attributed to the expertise of the staff and the administrative machinery.

The purpose of examinations is to motivate students for better performance and provide fair evaluation of each student. Resorting to unfair means practice in examinations is a punishable offence. The students are also monitored through CCTV cameras installed in the classrooms. An **Unfair Means Committee** comprising senior teachers from both aided and self-financing courses is constituted to look into cases of students reported to have adopted unfair practices during examinations.

The Committee is authorized to take **disciplinary action** against students resorting to malpractices during the examinations conducted by the college. The committee conducts an inquiry of the students indulged in unfair means during examinations by following the procedure and guidelines issued by University of Mumbai.

The grievances of malpractices from students at the examination hall are forwarded to higher authorities for further actions. The grievances and queries related to the college faculties are resolved at department level.

Internal assessment can be in the form of MCQ based questions, assignment, laboratory skills etc. The internal tests announced by publishing notice on notice board. The marks are submitted to the department of examination as per the guidelines by University ofMumbai. At the end of semester, the internal assessment marks are added to semester end examination marks to declare the result/ grades of the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

Each course provides unique learning objectives that are linked to program outcomes. The Program outcomes are helpful in developing the framework of teaching and learning facilitating clear understanding about the course expectations and support the process of learning. The Course outcomes also present a clear picture of employability, skill development and entrepreneurship prospects of the course and also help to understand the various cross cutting issues.

Program objectives and **course outcomes** are uploaded on website. On commencement of teaching term, the syllabus with its outcomes is discussed in the class by the respective subject teachers.

Every department has formulated Program Outcome (PO) and Course Outcome (CO) for their respective disciplines. There is a transparent mechanism for communicating POs and COs to students and teachers in the college. The outcomes are incorporated in the syllabus of every program and is displayed on the college website. This helps learners select

a specific programme by identifying the details of the program. The course outcomes are generally discussed in the Board Studies meeting and are restructured based on the changes proposed in the syllabus. These changes are recorded, documented and the minutes are circulated among the faculty members to be communicated to the students. The COs also covers the overall competencies that students are expected to attain on completing the program, in order to enable their decision – making. The print version of the syllabi with the Course Outcome is available in the respective departments for ready reference for the teachers and students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The learning outcomes govern the strategies for teaching, learning and evaluation. It includes monitoring of the student through assistance.

For the COs attainment each course is calculated based on the assessment process which includes:

Step 1: The COs are formulated by considering the curriculumprescribed by the University for the respective subjects**.**

Step 2: External and internal examinations (Wherever applicable as per course) marks are distributed based on total marks as per the university prescribed marking scheme.

Step 3: Attainment of each CO through external and internalexamination only.

Course Outcome Attainment is evaluated by:

The process for finding the attainment of Course outcomes using various tools/methods. These methods are

Practicals: This provides a direct evaluation of the practical skills and knowledge acquired.

Assignments: To assess the ability of the students to collect information on a specific topic, writing skills, originality, etc.

Projects: To assess the ability of the student to apply their knowledge to real-life problems,

planning and execution of experiments, data presentation, analysis of results, and ability to

complete the work in a given time frame.

Viva Voce: To assess comprehension and the ability to recall and communicate the contents learnt.

07-12-2023 10:19:00

Attendance: To assess regularity and punctuality.

Semester End Examinations: The overall performance of the student in each course is quantified by the grades scored in the final examination.

The teachers have been given training for the evaluation as per the method governing the evaluation process. This will be implemented from 2023-24 onwards.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

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

Response: 90.16

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

2021-22	2020-21	2019-20	2018-19	2017-18
1302	1348	804	653	658

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

2021-22	2020-21	2019-20	2018-19	2017-18
1353	1369	854	803	906

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

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.39

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 1.43

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1.43	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

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

Response:

To develop an ecosystem for innovations institute has taken immense efforts which helps in students transformation. Institute has developed facilities to inculcate an educational and research environment for staff and students by excellent infrastructure. All the departments and class mentors have cultivated a strong bond with the students. To promote students, intellectual and skills competitions are organized in various forms. For creation and transfer of knowledge various guest lectures, Conferences, Seminar, webinars, workshops collocated. We have a college magazine and a college research journal to database knowledge. Institutional digitalization has flaunted academics even in Covid period digital classrooms and E-content has smoothened online learning. The efforts of in this regards can further discussed under following heads

1. **Research Publications & Projects:** Students from the department of Physics, Sociology and Zoology have presented and published their research. Teachers have been actively conducting

research with grants received from UGC and Mumbai University for Minor Research Projects.

2. **Avishkar:** Students from many departments have represented college for Avishkar Research Convention and have brought laurels to the college.

3. **Digital Library:** College has facility to access E-Books and a wonderful digital library with Android Kisok with Web Opac, Sinage boards etc. to excess digital information. It also facilitates visually challenging people to carry out their research with Optelec Clear Reader and NVDA Screen reader. Our digital sources are available on the library website which helps learners throughout the world.

4. **Research Cell:** College has a full flag research cell which is actively involved in uplifting the standard of research work.

5. **Bio Art:** Departments of Botany & Zoology conducts competition cum exhibition of talent Bio Art which helps in transfer of knowledge in an innovative way.

6. **Our Talent Rocks Internationally:** Our TYBCom Student Mr. Mohsin Imran Khan was invited to 'Ted Talk' at Zurich Berg, Switzerland he had represented Dharavi Slum Mumbai.

7. **Waste management:** We process all organic waste in our and HMCT campus to make compost.

8. **Center for PhD:** College is PhD center of Botany, Chemistry, Commerce and Zoology.

9. **Career counseling cell:** The Career Counseling cell conducts campus interviews and introduces various career options to our students.

10. **ICT enabled teaching:** Almost all the class rooms and labs support ICT enabled learning to better understand and retain knowledge.

11. **ICT tools:** At all prominent places college has computer and internet facilities. The campus is covering Wi-Fi access at all places. Xerox and printing facilities are available in the college premises.

12. **Skill Development:** Labs are having all necessary instruments and to give hands on practice on latest technology and new instrumentation. Various workshops are conducted through experts to enhance skill development. To connect text and real life field visits are conducted to upgrade and polish entrepreneurship and fulfill practical aspects of learning. Learners are taken to sea shore, industry, Markets and Environmental and Social places to connect them with society.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 81

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

2021-22	2020-21	2019-20	2018-19	2017-18
40	30	6	1	4

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0.17

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	11	00	00

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

3.3.2

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

Response: 0.5

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

2021-22	2020-21	2019-20	2018-19	2017-18
13	11	14	6	12

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

3.4 Extension Activities

3.4.1

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

Response:

We at Rizvi College of Arts,Science and commerce emphasize on providing quality education to the Students where holistic development of students is given importance. The institution, through its various Departmental, Committees, and Extension activities such as NSS, NCC,WDC, DLLE, aims at sensitizing students towards their Moral, Social, and Environmental Responsibilities. Several drives, Awareness sessions, Street plays, Seminar/Webinars, Camps, Marathons are carried out in the college, in the neighborhood community and in the adopted village Manor in Palghar, to cater the needs of student's all round personality development, along with extending its benefit to the society at large.

NSS with the motto 'Not Me But You' and NCC with the motto 'Unity and Discipline', WDC with the principle of 'Gender Equity', DLLE with the motto of 'Reached To Unreached', put conscious efforts in inculcating social values such as Gender Justice, Gender Equity, Social Inclusion, Social Harmony, Responsible Citizen, Generosity and Environmental consciousness among Student. This effort further

helps in maintaining Social Integrity and Social Equilibrium.

Some of the extension highlights of the college are:

Social Responsibilities:

Social Ethics can exist only when we sow the seeds of social responsibilities and civic sense in our future generations. Voter registration drive, Voters awareness campaign, Constitution day celebration, Independence Day, Republic Day celebration, and Road safety awareness sessions are few of the activities which all goes into making good responsible citizen and a true patriot.Through our management NGO 'Help Yourself Foundation' our college got extensively involved in Relief Work during COVID 19 pandemic and Konkan Flood The Student were sensitize towards issues related to Geriatic Population through visits to old age homes.

Health & Hygiene:

College has rendered health care awareness and services to students and the community. Free COVID 19 vaccination drive was organized for underprivileged people, for police, inmates of old age homes, people with disabilities and destitutes. Blood donations camps, Health checkup

Camps, Session on cancer awareness, HIV/AIDS and Drug Abuse are also covered. Saquib Memorial cancer awareness Marathons are organized on an annual basis.

ENVIRONMENTAL CONSCIOUSNESS:

To cultivate environmental awareness and to highlight the importance and inculcation of environmental consciousness, the Environment awareness committee along with various extension committees conduct various Tree Plantation Drive, Beach Cleaning Drive, Raddi Collection Drive and Environment Awareness Sessions . We have composting facility and a medicinal garden on our campus.

Gender Sensitization:

Covering Gender Sensitivity and Nurturing Gender sensitive campus, various interacting activities and sessions are organized by the institution's Women Development Cell and other Departments. Partnering with Akshara NGO we provide a platform for students to acquire knowledge about women's social, legal and Constitutional rights. A Women Safety Audit was conducted in and around public spaces surrounding the college. Various other activities and opportunities are also conducted to boost Women empowerment. A Webinar on 'Domestic Violence On Women during Covid–19 Lockdown was conducted.

Thus a conscious effort is made to mold and enlighten the young minds to become better human beings and promote gender equality and create an Egalitarian campus and society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

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

Response:

2017-18 AWARDS:

NCC-PRE REPUBLIC DAY CAMP was held from 22nd to 31st October 2017 at Nasik. Cadets from Mumbai as well as from Nasik attended the camp.

Cadet Bushra Shaikh was awarded Gold Medal for being the Best Cadet (Camp Senior for JW)

Cadet Fasiya Sayyed was awarded Bronz Medal in Cross Country.

2018-19:

JUO Julkain Shaikh received Gold Medal as the Best Camp Senior in the CATC – Pre RDC –,Camp Nasik SUO Sameer Khan received Gold Medal as the Best Camp Senior in the CATC –Pre RDC– II, Camp, Nasik.

Cadet Sameer Ansari received Silver Medal in Obstacles in TSC Camp at Nasik.

Cadet Sameer Ansari received Silver medal in Tent Pitching in TSC Camp at Amravati.

2019-20:

ATC Camp was held at Khadavali from 19th to 27th August 2020 by 1 Mah Battallion. Rizvi College NCC Unit secured second position in Volley Ball in the Camp.

Cadet Satish Yadav won Second Prize in cross country at the 2nd pre - RDC Camp at Bhartiya Sainiki School, Khadivili.

Cadet Sneha Gupta won Second Prize in cross country at the 3rd pre - RDC Camp at Bhartiya Sainiki School, Khadivili from 16th to 25th October 2019.

2020-21

NCC-SUO Adarsh Kapoor won second place as a Best Cadet in the CATC Camp at Kirti College

NSS -Mumbai Suburban Youth Festival 2020-21

Following Students participated in Youth Festival Organised By Anubhav Mumbai and won some prize
-Essay Competition- Third Prize- Mulla Musavir

1. Poem Competition- Second Prize- Deepak Rana

2. Photography Competition- Third Prize- Mohd Faiq

3. Social Awareness Song- Consolation Prize- Israr Ahmad

4. Quiz Competition- Second Prize- Mulla Musavir & Deepak Rana

2021-22 AWARDS:

NCC- CJUO.ADITYA AMBRE of NCC UNIT has captured AIR-13THin Indian Army Virtually Cyclothon conducted by BHARATPUR COMMAND OF INDIAN ARMY under observation of STATION COMMANDER BRIGADIER. VR. RAUTELA.

1. LCPL Rani Dhanawade secured second position in cross country competition in CATC Camp at ASC Thane.

2. Cadet Heenal Sangoi & Nazmeen Shaikhwas selected for Youth Exchange Program in CATC Camp at ASC Thane.

3. Rizvi College NCC Unit secured Runner Up in Drill Competition in the CATC Camp(15th to 19th December 2021) at ASC Thane

4. Cadet Abrez Khan of College NCC Unit earned the opportunity among the cadets of "1.Mah.Battalion. Mumbai-B group" to be a part of Republic Day Parade. The journey to RDC started from Mumbai, continued in Pune & ended up in Delhi, becoming the GOLDEN SENIOR UNDER OFFICER KHAN ABREZ.

5. Cadet Saif Pathan participated in INTER GROUP SHOOTING COMPETITION held at Pune. He stood second and represented Team MUMBAI 'B'

NSS-

University of Mumbai NSS Department and Lions Club of Millenium felicitated college for carrying out the blood donation drive at railway station during pandemic.

DLLE-

Received Third Rank in Short Film / Video Making Competition and also consolation Prize in creative writing in Extension Work by College held at Festival Udaan.

WDC-

Akshara, an organization working for women empowerment, awarded and appreciated college for national level competition, an event called Gender rewrite.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

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

Response: 256

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

2021-22	2020-21	2019-20	2018-19	2017-18
49	41	56	78	32

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

3.5 Collaboration

3.5.1

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

five years.

Response: 00

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

Rizvi college of Arts, Science and Commerce and HMCT is committed to provide high quality education through classroom teaching, practical training, outdoor, cultural activities by providing excellent infrastructure and experience. The institution fulfils the requirement of infrastructure by having specified, teaching, amenities and administrative areas.

The college houses spacious classrooms, seminar halls, laboratories and two auditoriums. The entire campus is under CCTV surveillance for safety purposes.

The resources including the HMCT college are as follows :

Lecture rooms 46, Seminar hall 02, Laboratories 05, Library 02, Counseling room 01, Staff room 02 Exam room 02, Office 02, Auditoriums 02 (seating capacity is 200), Gymkhana 01, NCC office 01, NSS room 01, Photocopy centre 02, Canteen 02, Boys and Girls common room, Cultural room, Principals Office and one IQAC room

The HMCT college has 03 restaurants for practical in- house training. The seminar halls are air conditioned having IT facilities for audio video presentation.

Twenty six classrooms are equipped with ICT facilities, seven classrooms are air conditioned.

The college has CS and IT departments equipped with printers and quality server facilities, Wifi connection is provided to the staff. The college has 239 computers maintained through Annual Maintenance Contract.

The Chemistry department has the required chemicals, one computer, an instrumental lab, main lab, store room, electronic weighing room, preparation room, ovens, refrigerators, fire extinguishers, distillation plant

The Botany and Zoology labs have a medicinal garden and required instrumentation. A compost pit is maintained.

The Physics lab is ICT enabled. It has the required apparatus and a dark room.

An adjacent lab is used to carry out experiments in electronic instrumentation.

The institution has 2 air conditioned libraries having a capacity of 158 + 120 students. Students are given access to computers and internet facility. All functions of library are computerized. Lift facility is provided.

The institution focuses on overall development of the students through participation in extra- curricular activities. The management has taken keen interest and constituted 'Rizvi Sports Club "which has been instrumental in developing international and national players of repute.

The institution has appointed a sports director. Appointment of professional coaches is done for all sports.

The Rizvi sports club is entirely financed by the management. Our Institution has its own cricket ground (Dr. A. H. Rizvi cricket ground) near our college. In the last five years an amount of Rs. 22.42 lakhs has been spent by the management for sports activities.

Gymkhana :- The college has a well equipped gymkhana .Facilities are provided for indoor sports

The quadrangle is used for sports like judo, wrestling

Yoga :- Yoga sessions are carried out in the auditorium.

Cultural activities are carried out in the auditorium and the open quadrangle. The college festival Jashn-E-Rizvi is celebrated. Marathon for Cancer awareness is arranged by the management and the proceeds of the same are passed on to cancer patients.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

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

Response: 65.06

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

2021-22	2020-21	2019-20	2018-19	2017-18
19.14	3.03	55.94	74.44	44.7

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

4.2 Library as a Learning Resource

4.2.1

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

Response:

Name of ILMS Software: **SLIM21**

Nature of Automation: **Fully automated**

Version : **3.9**

Year of Automation: **2006**

Library Website**: www.librarydrdl.com**

Our Library is the heart of our college and plays a crucial role in the academic development of our students and teachers, and always striving to provide improved services to the readers. Library is situated on the 5th floor. An air conditioned reading room provide the perfect ambience for peaceful reading environment. The library offers a range of facilities to support teaching, learning and research.The library functions are computerized using library management software SLIM21.

Resources of library comprise of books, journals, magazines, newspapers and e-resources. Library website provides 24x7 remote access to open access resources; lakhs of e-books,e-journals through NLIST and DELNETdatabases.Access to American Library resources are made available. Scanned

question papers , career related information, e -contents like you tube videos lectures , notes, subject PPTs prepared by teachers are uploaded on library website

The computer area has 22 computers for teachers and students

educational activities. Installation of Android Kiosk allows students to search library database (Web OPAC) and surf internet .To record user's log in library, Door Access Control system is installed. Document Scanner has been installed to scan print documents to PDF format. Question papers, newspaper articles are scanned and uploaded on library website with the help of scanner.

A separate section has been provided for the Specially Abled users, for their academic purpose. Optelec Clear Reader machine is provided for visually impaired readerswhichreads the print documents to the users. NVDA screen reader is installed in computer to aid the low vision readers to use the computer. Book bank facility is provided to low income group students

The library committee helps take important decisions regarding overall development of library. Maintenance of library equipment's and software's is done through AMC.

Average annual expenditure for purchase of books/e-books and subscription to journals/e- journals during the last five years is Rs. 1.913 Lakhs**.**

To increase utilization and promotion of library resources and facilities library orientation is given to students and teachers for showing them access of e-resources through library website. Open access system for searching books collection is followed. Various programs are conducted for the reader community like book review competition for promoting reading of e books and print books, awareness on open educational resources, for improving reading strategies a workshop on memory techniques was organized for students. To increase research output, lecture on literature search and review; effective ways of publishing research articles in academic journals were conducted for teachers. To ensure maximum usage of e-resources through library website, teachers are requested to give assignments to students based on e-resources subscribed by library.

The average number of teachers and students using library per day over last one year (2021-2022) is 59 users per day.

Library aims to provide fast and efficient services and empower our reader community with current knowledge using latest technologies and resources.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

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

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

Response:

The college has a sound IT infrastructure for today's technological requirements for an academic institute. This includes classrooms with dedicated projectors and computers, Wi-Fi enabled campus, well-equipped computer laboratories, with projectors and screens for display, seminar room with dedicated projector and laptop.

The college has an official free Google subscription. This has enabled the conduction of the lectures and examinations in a smooth, unified and systematic manner. This enables the faculties to easily share the lecture notes, assignments, show related videos to all the students. Usage of Google classrooms has removed the restrictions of the infrastructure requirements to simultaneously conduct many classes in parallel.

The usage of the above facilities has enabled to conduct quizzes and examinations in conditions where there are restrictions for gathering (like in case of the pandemics) and quick result processing and declaration. The use of Google classrooms also facilitates the students to submit the assignments without the restriction of being present in person due to some genuine reason.

The classrooms have dedicated projector and computer and along with the Wi-Fi enabled campus makes the lectures go beyond the traditional chalk-duster conduction mode and equips the faculties to show academic related short videos, conduct online quizzes and indicate other subject related discussions. The college has purchased an ERP package which can be used for various purposes. Among them is up to-date attendance records of the students at any point of time. The Wi-Fi facilities enables the faculties to update attendance during the conduction of their lecture, so that any of the stake holders can login and check the attendance records at any point of time.

The computer laboratories have 24x7 internet facility, which is used by the students as well as the staff for upgrading their knowledge and skills. The facilities of the computer laboratories are also used to conduct hands-on seminars or workshops for the students and the staff of the college.

The computer laboratory is equipped with a network printer which allows the faculties of the college to print various documents for their departments.

The admission process is facilitated through the Computer lab with the help of the supporting staff. Before digital app the student's satisfaction survey, Teachers, Admin and Curriculum feed backs were also taken through the support from CS and It labs. The complete process of online teaching, exams and assessment with zero cost was made possible only

with the efficient and dedicated team of faculty and supporting staff of Computer Science and IT department.

The Dr. Rizvi Digital library has dedicated computers for the students to use for their academic

assignments and projects. The library has a large screen TV which is used to cater to larger audiences.

Dedicated large TV screens located strategically enable to continuously display the notices and other important information to the students.

Bandwidth of internet connection in the Institution is ? 50 MBPS

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 25.6

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

Response: 179

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

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 34.9

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

2021-22	2020-21	2019-20	2018-19	2017-18
50.729	18.438	17.609	5.55	13.501

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 1.78

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

2021-22	2020-21	2019-20	2018-19	2017-18
60	32	56	115	66

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

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

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

Response: A. All of the above

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

5.1.3

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

Response: 6.13

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

2021-22	2020-21	2019-20	2018-19	2017-18
107	924	100	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

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

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

Response: A. All of the above

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

5.2 Student Progression

5.2.1

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

Response: 29

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

2021-22	2020-21	2019-20	2018-19	2017-18
306	194	273	451	158

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

2021-22	2020-21	2019-20	2018-19	2017-18
1302	1348	804	653	658

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

5.2.2

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

Response: 0

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

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

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 56

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	10	19	25

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

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

Response: 3.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	3	9	3

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

The College has registered Alumni Association functioning actively over the last 17 years. The Alumni association of the Rizvi College of Arts, Science and Commerce was registered on 9th July 2019, with registration numbers E34949M. The students who have completed UG/PG program from the college are eligible to register as a member of the Alumni Association. Alumi meet are organized annually to strengthen the alumi network and collaborate with the college authorities to help to improve the functioning and services of the institute based on their valuable feedback. Our star Alumi are felicitated in our Annual Alumi meet. The role of the Alumni association is to bridge the gap between society, academics and industry.

The key activities organized in the last five yours are as follows:

1) In the academic year 2017-18, two Alumni contributed Rs. 10,000/- for college development and one Alumi promised to arrange the fees of 10 deserving students through NGOs in his contact

2) In the academic year 2018-19, one overseas Alumi Mr. Mohammed Mudassir conducted a guidance lecture for our students

3) In our academic year 2019-20, due to COVID-19 pandemic the Alumi meet was conducted in online mode.

4) In the academic year 2020-21, due to lock down period Alumi meet was conducted in online mode, Dr. Saleem Khan our Alumi delivered a keynote lecture on a "Guide to a rising Career (grooming an interview preparation)".

5) In the academic year 2021-22, this year also Alumi meet was conducted in online mode, Dr. AlkamaFaqih, our present faculty and part of Alumi delivered a keynote lecture on "Opportunities in research".

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

07-12-2023 10:19:00

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

Vision: The Upliftment of Muslim minority students through quality education.

Mission: Our mission statement being **'Education for all'**, we admit students with low percentage and nurture them to improve their performance and to hone their skills in all respects for overall development. Through the Rizvi Education Society, our President, Dr. A. H. Rizvi has been able to help many less fortunate in pursuing higher education, especially those belonging to the Muslim Minority Community.

The institution practices democratic and participatory governance, with active participation from all stakeholders in order to provide advanced education that has a substantial positive impact on society. The Governing Body and the CDC delegate authority to the Principal, who in turn assigns it to the various functionaries in the college. Academic and administrative responsibilities are functionally bifurcated and delegated to the respective Heads who ensure to work in tandem for the smooth functioning of the Institution.

Towards decentralization of power, the Institute has a well-oiled mechanism consisting of various academic and administrative committees to organize, oversee and ensure its smooth operation. The College Development Committee comprising the Management, Principal and representatives of industry experts, local members, staff, HODs and students council formulate the developmental plan for the college in their various meetings. This plan is devised to ensure that the college makes advancements in its academic and administrative pursuits in line with the Mission of the institution while also bridging the academia-industry divide.

Disbursal of this plan to the various Heads for implementation, it's functioning and review is the responsibility of the principal which is carried out with the delegation of work and empowerment of people. The college encourages departments to draft the individual academic plan, schedule time-table, and arrange Guest Lectures, Seminars, and Industrial Visits for the betterment of students. The various Departmental and Committee Heads are given autonomy to plan their academic year as per the needs of the syllabi and submit their requirements along with a proposed budget. Though budget preparation is an administrative responsibility, individual budgets are also prepared at the departmental level and the final budget is prepared based on departmental inputs. A consolidated budget is then presented to the Management by the Principal, which when approved and disbursed, is used as planned by the Institution. The administrative section, under the able leadership of the Office Superintendent and the guidance of the Principal ensures administrative and infrastructural management in tandem with the curricular, co-curricular and extra-curricular activities and requirements.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

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

Response:

The Rizvi Education Society's, Rizvi College of Arts, Science and Commerce, is governed by the President and the Director of the institution, who are followed by the Principal In-charge. The institution has a College Development Committee and a well-defined Internal Quality Assurance Cell which works for accreditation of the institution. Next in hierarchy are the Superintendent, Vice-Principal, Committees and Librarian.

To look after the administrative functions, the Institution has Admin and Accounts Section supervised by the Superintendent, followed by the Head clerk, who is further followed by senior and junior clerks. We also have Laboratory Assistants and Attendants who have been assigned duties in laboratories.

Under the academic line function, the authority of Principal In-charge is followed by the Vice Principal, then the Heads of Departments followed by teaching staff. The institution has various committees which are further classified on Statutory and Non-Statutory grounds. Librarians with Assistant, Clerks, and Attendants play a special role in the Library. The institution has Class IV Employees, Peons, Security staff, Housekeeping Staff, who work on varied areas in the institution.

The Strategic Plan of the College was developed according to the Mission and Vision Statement. Framed in consultation with the various stakeholders and is dynamically revised. At the outset we envisaged the following major Strategic Goals:

- Academic Excellence
- Research And Innovation
- Collaborations
- Capacity Building
- Self Reliance
- Governance And Integration
- Infrastructure
- Holistic Development
- Sustainability
- Service

- Branding And Communication

The above mentioned goals are being achieved through the following:

Teaching and Learning: Lectures, practices, debates, group discussions and presentations with ICT based teaching learning tools.

Examination and Evaluation: Carried out as per the guidelines and circulars received from the University of Mumbai.

Research and Development: Research Centre in the Department of Commerce, Zoology, Chemistry and Botany, with highly qualified faculty members.

Collaborations: Departments and committees collaborate with NGOs, other Institutions, and Industry players, to ensure that students get maximum exposure and opportunity outside academia.

Governance and Integration: Various committees formed comprising teaching staff, non teaching staff, and sometimes other stakeholders to ensure participative management.

Infrastructure: Institution has always strived to give its students the best of infrastructural facilities and resources. Be it RFID enabled id cards, ICT enabled classrooms, WiFi enabled campus, digital ERP solutions or world class digital library catering even to the visually impaired, our Institution has it all.

Holistic Development: While our mission is to educate all, we do believe in the concept of multiple intelligences. In accordance to this our student-oriented committees are proactive in identifying, training and promoting the latent talent base available to us. The Sports Department has contributed abundantly to the National and International sports database. Cultural team is considered formidable amongst its competitors. CS and IT students have brought laurels to the college.

Sustainability and Service: Various departments promote initiatives like 'no lift day', mangrove cleaning drives, beach cleaning drives, Traffic regulation during festivals, etc. Through activities, students learn and imbibe their responsibility towards healthy nation building.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. Administration

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

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Welfare measures such as emergency medical aid, recreation facility, parking space facility, medical leave and canteen facility are given to staff, a separate sitting arrangement is done for them. Well-equipped air-conditioned staff room with comfortable seating arrangement for teaching staff and a well-equipped air conditioned Administration Office with comfortable seating arrangement for administrative staff is provided. The institution offers a platform for development, such as: Co-operative credit society, membership of which can be availed by any staff member. In case of any financial emergency, Staff Members can avail loan facilities for themselves. For teachers' skill enhancement in their respective fields, institutions encourage them to attend faculty improvement programs, workshops and conferences. Teachers are provided with financial support to attend conferences / workshops and towards membership fees of professional bodies during the year. Institution also arranges Seminar and Workshops which keep the faculty updated and give exposure. Leave and vacation benefits are the same for permanent staff and those on ad-hoc or contract basis. Access is provided to catalog records of books, journals, articles of member libraries, full text e-books, e-journals, e-articles (DELNET) to staff. For development, due to pandemic situation the institution had organized an online workshop for non-teaching staff on 'Stress Management, on 03rd April, 2021.

One of the key elements of effective leadership and management is its personnel policies which includes performance management, such as a staff appraisal system, induction and professional development of

teachers. High quality teaching is essential to improving student outcomes and reducing gaps in student achievement. The institution has in place a Performance Appraisal System for both Teaching and non-teaching staff. Teaching faculties from every department are instructed to submit their Personal achievement details to Internal Quality Assurance Cell at the end of every Academic Year. The information submitted by the faculty is used for the purpose of performance evaluation by the Management and for NAAC documentation. All Achievements are supported by documentary evidence in the form of e-copy. The Report gives detailed information on various aspects such as Participation in Conference/ Seminar/Workshop and Symposia, Orientation Programme/ Induction Programme/ Refresher Course/ FDP/ Short Term Course/ Professional Development Programme. Details of Research Publication, Major/ Minor Projects undertaken, Details of No. of books published / Chapter Edited etc. Invited as Subject experts, chairpersons or resource persons etc. They are also appraised through students' feedback. Feedbacks are collected at the end of every year. It is structured so as to appraise the faculties for not only their knowledge of the subject, but also for their skills, preparedness, attitude towards students and professionalism. The appraisal is done for the non-teaching staff as well. They have to manually fill form No-6 which is called as the Confidential Assessment & Self-Assessment Report of non-teaching staff and the same is then submitted to the Head of the Department/Office. The assessment is then done on a five point scale.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

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

Response: 13.46

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	13	19	19

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3.3

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

Response: 33.42

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

2021-22	2020-21	2019-20	2018-19	2017-18
38	45	41	6	4

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	3	10	1	3

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

6.4 Financial Management and Resource Mobilization

6.4.1

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

Response:

Institution conducts financial audits regularly. Government norms are strictly adhered to in audit of accounts. As per norms, the books of accounts are maintained by the accounts staff.

Superintendent supervises the process of accounting. All vouchers and bills of expenses and income i.e. fees and other receipts and vouchers of daily expenses are checked and verified. Statutory Audit is sourced to panel auditors appointed by the Management. Timeline is followed strictly in getting the audit done. Management, Principal, Office superintendent meet to discuss audit remarks/objections and take necessary actions. Periodical checking of Account balance is done and expenses are kept under control. The audited statements of accounts are also submitted to the government and to the office of the Accountant General, as and when required. The institution also receives grants from non-government bodies, individuals, Philanthropists etc. The year wise details during the last five years (INR in Lakhs) are given below:

Year	2017-2018 (INR in Lakhs)	2018-2019 (INR in Lakhs)	2019-2020 (INR in Lakhs)	2020-2021 (INR in Lakhs)	2021-2022 (INR in Lakhs)
INR in Lakhs	302950	1.47000	1.97266	0.87770	6.39446

A well-established mechanism of effective financial management exists in the Institute to ensure optimal utilization of resources for the overall development of the academic and administrative activities. The major source of institutional receipt is fees collected from

Students, which are charged as per fee structure framed by the University. Separate books of accounts are maintained for fees, and grants received from the funding agencies.

All fees collected under different heads like Sports, Cultural, Library, Laboratory, Student Welfare fees are utilized for maintenance of college to provide better facilities to students. The Deficit, if any, is managed by way of a temporary loan from the Management. Corpus fund has been generated by the Management and reserved in the form of fixed deposits. Donation/sponsorship letters received from donors /sponsors are maintained. All major financial transactions (both receipts and payments) are executed by following the due process and payments are made through electronic mode for university examination and enrolment only and accounted using Tally ERP 9 software by the Finance and Accounts Department.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

In keeping with the very essence of its existence, the IQAC cell of our college has been constantly striving towards continuous and constant quality enhancements in the various functions of the college. IQAC cell analyzes the current scenario, and encourages and motivates all the staff and students to attend the numerous programmes conducted towards skill development and quality assurance. These activities and programmes range from student skill building exercises, fitness of all stakeholders to upgradation of skill set for the teaching as well as non-teaching staff. Some of the initiatives of the IQAC towards quality assurance are highlighted below:

- In keeping with the Vision and Mission of our Institution, holistic education is the primary driving force behind all the plans and activities organized.
- At the outset, to ensure a quality check and assurance in the teaching learning process, the IQAC cell collects a detailed teaching plan from every faculty member. It is binding upon every teacher to follow this plan to ensure timely completion of syllabus and adequate revision/practice time for the students.
- A lecture monitoring committee is set up to ensure all the lectures are being conducted smoothly and on time.
- Bridge courses are conducted, if a need is felt, to help the student in a seamless transition with the

syllabus on hand.

- For students still struggling with the subject and exams, remedial classes are conducted to help with a simpler version that helps students and takes away the fear of exams.
- Every class is assigned with a mentor who is responsible for the wellbeing of his/her class. The mentor liaisons with the student, their parents and the authorities to ensure that every student gets the required support.
- To help in this process, the Institution has a tie up with MasterSoft Digital ERP Solutions for managing admissions, MIS, attendance, feedback, etc.
- Feedback about the curriculum, administration and faculty is collected every year from students, parents, teachers, alumni and employers. This is analyzed and a report is sent to the university. This feedback is also used for initiating changes for development in the system.
- The IQAC encourages departments to conduct add on courses to help bridge the industry academia divide.
- It motivates committees to collaborate with other institutions, organizations and NGOs to conduct skill enhancement training programmes and courses for staff and students.
- The IQAC constantly organizes workshops and training programmes for teaching and non-teaching staff.
- To aid learning and to ensure a wide database of eResources for its staff and students, the institution has membership with NLIST, DELNET and the American library.

We are also an established SWAYAM NPTEL local chapter with Mr Arif Patel being the single point of contact for all registrations of SWAYAM courses.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

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

Response: C. Any 2 of the above

File Description	Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

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Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

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

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

Response:

Gender equality means equal opportunities to all. It is multidimensional, but even today in 21stcentury across globe,it is everywhere in poor as and rich society of every country.

Our institution is a minority institution where general observation is that majority of the girls are denied equal rights. Lack of opportunity and support from the family coupled with lower socio-economic background and early marriage create obstacle in pursuit of their education and career prospects in life. Our institute always believe in supporting women's voice, representation and leadership qualities.

Department of Foundation Course, Sociology and Philosophy provide greater insights on gender issues and the measures to deal with it. The institution provides security through CCTV and security guards on campus. Nirbhaya box are placed at prominent places where complains can be dropped.

The college also has pro-active WDC which organisesactivities for promotion, development of gender equity and sensitization. Enrolment of girls in NCC has witnessed an increase with a sizeable amount of girls undergoing tough trainings/winning medals and breaking the gender stereotypes.

A large number of seminar, workshop, symposia, training and lectures are organised for creating awareness on numerous gender related issues. Street plays, competition and rallies are also organised in this regard.

The institution in collaboration with Help Yourself Foundation keep organising events related to cancer awareness, legal rights, Health and nutrition, Self-defence and various donation drives.

Commemorating days, events and festivals of national importance are celebrated to honour the great heritage of India.These activities incorporate students with vital life skills like confidence, leadership qualities and to educate our students on the history, traditions and practices of India.

National/International commemorative days

- Independence Day, Republic Day are observed.
- On the occasion of birthanniversary of Mahatma Gandhi, programmes on Non Violence, Gender Sentization, Peace, and Harmony are organized.
- Swachh Bharat Abhiyan, undertakes several measures to enlighten students about the importance of Hygiene, sanitation of an individual, local, regional, national level.

07-12-2023 10:19:01

- Dr. Radhakrishnan's birth anniversary is observed as Teacher's Day.
- The International Yoga Day is celebrated.
- National Voter's Day is celebrated by the NSS /NCC unit on 25th January by taking Voters Pledge to create awareness on the rights,duties to cast a vote as a responsible citizen of the country.
- International Women's Day is celebrated to appreciate thefemale staff and students. A number of awareness programmes and activities are organised related to health and well being.
- Hindi, Marathi Rajyabhashya divas and programs like 'YOUME URDU' and English Literacy Flick fest are organised to promote linguistic and cultural diversity and multilingualism. Students are encouraged to showcase their talent through elocution, recitation of poem, folklore etc.
- To understand the impacts of environmental degradation, to create awareness, to take proactive measures, days like World Environment, World Wetland, International Ozone, National Science, Sparrow conservation, National Energy Conservation, Global recycling days are celebrated.
- Sports day is celebrated every year,our College is a key contributor of many national and international players.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

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

Response: C. 2 of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The

institutional environment and energy initiatives are confirmed through the following

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

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

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

Response:

Our college takes active efforts in providing an inclusive environment, to promote better education, economic upliftment of the needy and setting communal harmony for everyone with tolerance and harmony towards cultural, regional, linguistic, communal and other diversities.

Activities to create inclusive environment:

1. Festivals like Holi, Diwali, Eid and Christmas are celebrated to maintain the pluralistic ethos of Indian society.
2. Intercollegiate cultural fest - Jashn-E-Rivi and Digifest which witness participation from over 50 colleges across Mumbai and its suburbs fosters the healthy competition and provide an opportunity for students to showcase their talents, leadership quality and team work.
3. Student grievance/Redressal Cell and Women grievance through 'Nirbhaya box' allows the students to address their issues.
4. **Code of conduct** has been framed to be followed by students, teachers and employees.
5. Blood Donation, Charity Donation, Cloth Donation, E Waste and Plastic Donation Drives are held.
6. Adoption of a village Manor in Palaghar Taluka(Maharashtra) by NSS to strengthen the development process of the economically backward villagers.
7. Educational and Sports Scholarships are awarded to students with academic excellence,excellence

in sports, meritorious differently abled and from lower socio-economic strata, irrespective of the cultural, regionalor religious backgrounds.

8. **Traditional day** is a popular event where students come dressed in their respective traditional attire to showcase their ethnic identity with pride and win prizes through participation in various events.

9. Students are encouraged to express their ideas in different languages and topics through the annual college magazine - Reflection.

Rizvi College is keenly interested in providing distinctive environment of educational excellence with the core human values and social responsibilities.We organise activities to adopt various practices to promote 'Unity in Diversity' and sustaining the pluralistic ethos of Indian culture. We ensure that students participate enthusiastically in all activities. Our college has arrived with great efforts to increase the level of awareness amongst the students through following activities:-

National Values and Morals:

- Samvidhan Divas to commemorate the adoption of the Constitution of India by conducting various webinars, talks.
- Days and activities like Atmanirbhar Bharat, Rashtriya Ekikaran Divas, Yuva- Yuvti Mela, Self Defence training program for girls, Talks on legal rights of women, National Scientific Temper were organised.
- Poster/Essay competitions on Nonviolence, Unity and National Integrity were arranged.
- Webinars on Human Rights in constitution of India, Gender Expression, Gender Bullying and Victimization were organised.
- Excursions and study tours to understand various social and environmental issues and problems faced by indigenous communities are undertaken.

Fundamental Duties and Rights of the Citizens:

The students have enthusiastically participated in:

- Seminars, talks, webinars which have enriched the Rights of the Citizens.
- Activities like Beach Clean-up Drives, Cleanliness Drives, Swachh Bharat Abhiyan, Save Water Rallies, Tree Plantation Drive, Mangrove Clean-up Drive, Solid Waste Management, Waste Collection Drives, and Flood Donation Drive.
- Street Plays on Voter's Awareness by (NSS/NCC) to emphasize and imbibe the duties of being an Indian citizen in the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

BEST PRACTICES-1

"International Journal of Research ISSN 2231-6124"

Objectives:

- To promote research amongst scholars, academicians, professionals, practitioners etc.
- To share their creative research ideas and research experiences with other.

The Context

Since December 2011, our college has been publishing the peer-reviewed, indexed, and blind "International Journal of Research" with the ISSN 2231-6124. The journal, which is bilingual and published twice a year, seeks to publish high-caliber research papers that offer pertinent insight into contemporary issues through original research papers, conceptual pieces, and case studies backed by primary and secondary sources.

The Practice:

1. The publications are invited on the topics having substantial interdisciplinary content both from national and international level.
2. Submission of a Paper/Manuscript should be original which has not been published, accepted or is under review elsewhere in any other journal or magazines.
3. The Editors reserve the right to accept/reject any Manuscript.
4. Editorial board goes through each paper which has to go through the Plagiarism test. Before printing and after DTP the full content of the journal is proofread. Correspondence and proof for corrections are sent to the first author; only after the final proof and corrections.
5. Paid subscription (Annual, Lifetime, and Institutional) by each author is compulsory.
6. Copyright © Rizvi Education Society's Rizvi College of Arts, Science and Commerce, Mumbai. All rights reserved.
7. The website of the journal http://internationaljournalofresearch.co.in. is available on our college website www.rizvicollege.edu.in.
8. The journal is publicized in various conferences and workshops, Teachers group, LinkedIn and also various other platforms for wide awareness.

Details of Publishers and Editors

Rizvi Education Society's Rizvi College of Arts, Science and Commerce

Evidence of Success

1. Our Journal was listed in UGC (Journal No. 63072, Serial no. -106).

2. It is also listed in the International Database of Scientific Journal of Research.

3. Journal's impact factor is improved year by year 3.508(2015), 4.011 (2016), 5.002(2017),

6.67(2018), 7.006(2019), 7.551(2022), 8.694(2022).

4. Despite being a paid Journal, the number of researchers/authors/academicians subscribing to the journal has steadily increased.

5. The abstracts of the journal is also uploaded on Google Scholar and are waitlisted to be indexed in US database EBSCO.

Problems Encountered and Resources Required

1. The main barrier has been funding.
2. Our journal was designed to be self-sufficient. The printing expenses, which make up the majority of our journal's costs, are also kindly sponsored by our management.

BEST PRACTISE 2

Coronavirus:

To help the society in times of social calamity, tragedy, or pandemic, the institution under our supervision organised vaccination drives and the distribution of medical kits, rations, and food in partnership with the Help Yourself Foundation.

Objectives:

• To help our students become more responsible citizens and to foster social learning among the students and faculty.

• To be of service to society and foster critical thinking in times like pandemic and disasters.

The Context:

Our management at Covid-19 adhered to the motto, "Never be afraid of helping poor and needy people." Being a touchstone for someone during this trying time is one of the best ways to help out during the time for teamwork.

The Practice:

More than 5000 families received assistance with their basic requirements. Inspired by the management's action to assist others, the college's teaching and non-teaching personnel donated Rs. 2,00,034.00 (two lakh thirty four thousand).

Department of IQAC, NSS and NCC unit in collaboration with Rizvi Group's Help Yourself

Foundation, and M.C.G.M. conducted the following activities successfully.

Free Mega Vaccine Drive was held on 19th,20th , 26th and 27th June 2021 for Police, Media persons, especially disabled and Nuns from the missionary.

Distribution of Medicine Due to unavailability of medicines and their high price there was free distribution of certain medicines arranged by the management at mass level.

Natural Disaster: In the month of July 2021 during massive flooding in the Chiplun and Mahad area in the Ratnagiri District of Maharashtra, 2 Lakh Doxycycline Tablets, 500 Ration kits containing 2 Kg Aata, 2 Kg Rice, 1 Kg Daal, 1 Kg Sugar, 1 L Cooking Oil, 1/4 Kg Tea Powder, 500 Daily Needs Kits containing 1 Chatai, 1 Blanket, 1 Dettol Soap, 1 Packet Candles, 1 Matchsticks Packet, 1 Kg Wheel Detergent, 1 Sanitizer Bottle (500 ml), 1 N95 Masks packet (10), 1 Packet Sanitary pad (20) and 1 Packet Band-aids (20) were donated.

Cardiac Ambulance: Our Management inaugurated and launched a fully equipped Cardiac Ambulance in the interest of needy people of the society.

Medical Camp: Sahara aur Saath a Free Medical Camp was held during 21st-24th March 2022. This camp was in association with Hope India, Brotherhood, Khidmat-e-Khalq and M.C.G.M.

Evidence of Success

- 150 Students + 49 Teaching/Non-Teaching staff of Rizvi College were vaccinated.
- 289 Student + 90 Teaching/Non-Teaching staff of Rizvi education Society were vaccinated.
- For left out Students/ Staff free vaccination drive was held again on 30 Oct 2021, and again on 24 and 29 Jan. 2022 (242 students) and 12 Feb 2022 (198 students) were vaccinated.
- 500 POLICE family members + 180 Members of PRESS/Media and Nuns from missionaries were also amongst the beneficiaries.
- **2 lakhs Doxycycline tablets** were distributed.
- 500 ration kits and 500 daily kits were donated to **Mahad and Chiplun** towards **Konkan Flood Relief**.
- 224 students took benefits of medical camp. Following are the beneficiaries for: Cataract -13, OPD – 351, Pathology – 177, Specks – 292

Problems encounter

The pandemic-induced economic crisis reduced donor capacity; as a result, a significant issue we have faced during this pandemic is funding crises.

There was a lack of volunteers because helping others without contracting the novel corona virus—which was highly contagious—was a big cause of worry.

• Lack of personal protective equipment, including masks, hand sanitizers, bleach, and disinfection wipes.

• The general public's unwillingness to receive vaccinations due to fear and a lack of knowledge about the value of immunisation.

In its attempt to serve the humanity our management continuously strives to reach out to the unreached.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

Rizvi College is renowned for its sport worldwide. Since the establishment of our college in 1985, the management has given importance to sports. The college has been holding 1st rank amongst 750 colleges for consecutive 8 years in sports and has won the Guru Nanak Dev General Championship.

Here are few objectives why we encourage sports:

1. To develop an understanding of importance of sports in pursuit of a healthy and active lifestyle at College and beyond.
2. To promote holistic well-being, inculcate a general good health, fitness culture among college students and strive for excellence in sports.
3. To develop National Integration patriotism among the students.

Every good college understands the need for good sports activities. Rewards come in knowing that you are making a positive difference in lives of students & communities.

'The more difficult the victory, the greater the happiness in winning.'

Rizvi College has been winning laurels in sports and games in various inter collegiate / universities, state, national and international tournaments. We have a number of national, international medal holders. A few glimpses of their achievements are displayed below:

http://www.rizvicollege.edu.in/iqac/SSR_Reports/Criteria7/SportsAchievements.pdf

Our college Gymkhana caters to the demands of students who participate in indoor sports such as judo, carom, chess, boxing, and so on, as well as outdoor sports such as cricket for overall development.

List of various indoor and outdoor games being played at various grounds is attached.

Sr.No	Game	Ground Name & Address
1	Cricket (Boys-Girls)	Dr.Akhtar Hasan Rizvi Cricket Ground, SherlyRajan Road, Bnadra West
2	Judo (Boys-Girls)	
3	Boxing (Boys-Girls)	
4	Wrestling (Boys-Girls)	
5	Carrom (Boys)	
6	Chess (Boys-Girls)	Rizvi College, Bandra West
7	Football (Boys)	SupariTalao Ground, Near lilavatiHospital, Rebello Road, Bandra West
8	Hockey (Boys)	MHA, MaharshiKarve Road, Marine Lines West
9	Kabaddi (Boys)	MSKA ground,Shivaji Park, SVS road, Dadar West
10	Kho-Kho (Boys)	Shree SamarthaVyayamMndal,Shivaji Park, SVS road, Dadar West
11	Softball (Boys-Girl)	Near kamat Cricket ground, ,Shivaji Park, SVS road, Dadar West
12	Baseball (Boys-Girls)	
13	Swimming (Boys-Girls)	Mahatma Gandhi Memorial Swimming Pool,Shivaji Park, SVS road, Dadar West
14	Waterpolo (Boys)	Reliance Swimming Pool, Naghothane, Raigadh, Maharashtra
15	Athletics (Boys-Girls)	Shivaji Park, SVS road, Dadar West

The college has a sports committee. Its purpose is to arrange and to facilitate participation in a variety of sports and games at the collegiate, state, university, and international levels, promoting values like sportsmanship, team spirit, and solidarity. The committee always encourages sports participation by motivating students and faculty members and organizing frequent sports events to prepare students for state, national, and international tournaments, events, and championships. Coaching services are also provided to help our students succeed in various contests.

COACHES APPOINTED

From 2017-2020

MR. MUSHTAQ AHMED – JUDO

MR. SAINATH DESAI – KHOKHO

MR. ZAKIR HUSSAIN – FOOTBALL

MR. KRISHNA DAS – BOXING

MR. GAJANAND PARAB – SOFTBALL/BASEBALL

MR. IBRAHIM MULLA – HOCKEY

The sport day is one of the most popular event that students enjoy very much and is celebrated every year except during covid-19 pandemic period. 100 mtr Race, 200 mtr Race, 400 mtr Race, 800 mtr Race, 1500 mtr Race,100 mtrand 200 mtrRelay, Shotput, Long jump, Javelin Throw are the most popular games among the students. For Male Staff 100 mtr Race and Tug of War and for Female Staff Lemon and Spoon Race are organised.

http://www.rizvicollege.edu.in/sports-gallery.html(Photo gallery)

Our physical director: Mr. Sonawane and Dr. Shilpa put in their best in planning, working, conducting various sports activities.

Our management provides unconditional support for sports facilities apart from coaching and financial support to the sportsman.

Incentives for Players are as follows:

1. Sport kit for each selected player.
2. Incentives Marks as per University of Mumbai
3. T.A/D.A of the players (Rs. 100 per day upto quarter final matches, Rs. 200 per day upto semi-final and final matches, and Rs. 500 for best player in Final match)
4. Achievement certificates from college and University
5. Published Names in college Magazine.
6. Group photo session, Display names on honour board, flexes etc.
7. Sports scholarships: Saquib Rizvi and Abis Rizvi scholarships are given to players.
8. Relaxation in admission through sports quota
9. 100 % Attendance concession during the practice and matches.
10. During the games players are given Snacks, lunch, fruits, biscuits, Glucon D, Electrol and water bottle.
11. First Aid kit is always kept available during the match.
12. College has taken Oriental Insurance Policy (OICL), Policy No: 131400/48/2023/10461for the sports students to insure their safety. Insured's Name (Rizvi Education Society's Rizvi College of Arts, Science and Commerce)

Following is the list of National and International Players:

Cricket –Wasim Jaffar, Rohit Sharma, Ajinkya Rahane, Dhaval Kulkarni, Paras Mahambrey, Avishkar Salvi, Prithvi Shah, Atharva Ankolekar, Varun Lavande, Pragnesh Kanpillewar, Hurly Gala, Shardul Thakur, Shivam Dubey, Jemimah Rodrigues, Suved Parkar.

Hockey – Alden D'souza, Shirender Singh, Devender Walmiki, Yuvraj Walmiki, Suraj Karkera, Anup Walmiki.

Tennis –IshaLakhani, DeepaVazirani, Shadab Khan, Aryan Gomez, Kunal Vazirani, HaadimBava.

Football –Khalid Jamil, Jival Moras, Aaves Shaikh, Jayesh Rane, Raju Gaikwad.

Handball –Nisha Patil, Ujjwala Jadhav, Ujjwala Shende, Sunny Bhandarkar

Swimming –Siddhant Khopade, Saurabh Sangvekar, Sushrut Kapse

Kho Kho–Aniket Pote

Baseball –Hrushikesh Rawool

Softball –Pradeep Patil

Waterpolo –Sarang Vaidya

Badminton –Prajakta Sawant

Wrestling –KaushalyaWagh

In short, if you are a sports enthusiast, Rizvi College is the finest college for you; it is the home of exceptional athletes and players.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The college is renowned for legendry success in the field of sports and has produced sportsman in the field of Judo, Kabaddi, Wrestling, Cricket, Boxing, Baseball, Soft ball etc. of international repute.

College is recognized as a research Centre in Botany, Zoology, Chemistry and Commerce. Our Institution has conducted numerous certificates, add on and short term courses for promoting skill building among students.Our management with the vision of helping the society has founded Help Yourself Foundation. The foundation aims to work for the upliftment of the society with a mission to assist and provide remedies to various problems faced by children, women and elderly people.

Help Yourself Foundation is very energetically fighting against Cancer by creating Cancer Awareness. One of the major initiatives towards this noble cause is the establishment of Saquib Rizvi Memorial Cancer Awareness Marathon every year to generate Cancer awareness amongst people.

The foundation provides a platform for staff and students to serve society through participation in various activities like Electoral Literacy, Blood Donation and Blood Platelets Donation Awareness Drive, Vaccination Drive, Free Medical Checkup, plantation drive etc.

Our management extends their philanthropic gesture towards society where, as a family, our entire staff as well as that of our sister concerns   hands together for upliftment of society. The management has donated an ambulance in the name of "Rumi Care" and has been generous to extend help in the times of disaster, pandemic, medical emergencies, education and many more.

The foundation continuously strives for training and development of female staff and students by organizing various workshops, seminars, awareness drives and celebrations to uplift their status in society.

To appreciate their efforts and talent, women are felicitated by our management. Not just this, our management keeps providing opportunities to women to showcase their talent for their sustainable growth and development.

Concluding Remarks :

The college has engaged itself in the process of curriculum enrichment and enhancement through a wide range of academic programmes including certificate courses and research papers to make education more relevant and job-oriented. The college has completed three decades with a focus to march with academic excellence on one hand and to drive towards techno-savvy societal transformation on the other hand.

Because of the college's comprehensive offerings, its excellent programs, its uniquely talented faculty, and its support services, the College enjoys one of the highest numbers of students in Bandra (West), Mumbai area.

This SSR of the college is submitted to NAAC for the third cycle of reaccreditation with the belief that this process will help us in achieving newer heights in our goal of imparting quality education to students and other stake holders.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : 29 Answer After DVV Verification :27
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 4588 Answer after DVV Verification: 1302 Remark : Only students who completed the project work in the last completed year are considered
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)** Answer before DVV Verification:

2.1.1.1 Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1737	1707	1210	1380	1356

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1732	1707	1210	1380	1354

2.1.1.2. **Number of sanctioned seats year wise during last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1933	1924	1624	1636	1655

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1909	1900	1600	1612	1637

2.4.1	**Percentage of full-time teachers against sanctioned posts during the last five years** 2.4.1.1. **Number of sanctioned posts year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
91	95	79	65	63

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
88	92	76	62	61

Remark : As per provided documents.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
20	6	23	11	53

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	11	00	00

Remark : Other Research papers not published in UGC CARE Journals or Scopus or WoS

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
14	11	14	11	12

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
13	11	14	6	12

| 3.4.3 | *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.* |

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
62	52	67	96	40

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
49	41	56	78	32

Remark : Celebrations of days, computations etc. not considered

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

Answer before DVV Verification :
Answer After DVV Verification :00
Remark : MoUs are not active.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
374	230	312	464	145

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
306	194	273	451	158

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
877	877	751	741	760

Answer After DVV Verification :

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

1302	1348	804	653	658

5.3.1	**Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7	0	19	10	150

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	10	19	25

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	15	61	76	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	3	9	3

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	15	29	24

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	13	19	19

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
38	45	41	6	4

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
38	45	41	6	4

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
107	111	100	98	100

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
5	3	10	1	3

Remark : Non teaching staff details of training programmes attended is modified as per the details provided

7.1.2	**The Institution has facilities and initiatives for**

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

Answer before DVV Verification : A. 4 or All of the above
Answer After DVV Verification: C. 2 of the above

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

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

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: C. Any 2 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>4588</td><td>4470</td><td>3044</td><td>3158</td><td>3187</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>4583</td><td>4470</td><td>3044</td><td>3158</td><td>3185</td></tr></table>
2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 117 Answer after DVV Verification : 113
2.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>91</td><td>95</td><td>79</td><td>65</td><td>63</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>88</td><td>92</td><td>76</td><td>62</td><td>61</td></tr></table>
3.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>302</td><td>113</td><td>210</td><td>157</td><td>205</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>69.9</td><td>21.5</td><td>73.6</td><td>80.0</td><td>58.201</td></tr></table>