



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		NES RATNAM COLLEGE OF ARTS, SCIENCE AND COMMERCE
Name of the head of the Institution		Dr. Mary Vimochana
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02225951381
Mobile no.		9819611959
Registered Email		ratnam_college@rediffmail.com
Alternate Email		nesrc@ratnamcollege.edu.in
Address		NES Complex, NHS Marg, Bhandup(W)
City/Town		Mumbai
State/UT		Maharashtra
Pincode		400078

<b>2. Institutional Status</b>																									
Affiliated / Constituent	<b>Affiliated</b>																								
Type of Institution	<b>Co-education</b>																								
Location	<b>Semi-urban</b>																								
Financial Status	<b>state</b>																								
Name of the IQAC co-ordinator/Director	<b>Dr.Sunita Chahar</b>																								
Phone no/Alternate Phone no.	<b>02225951381</b>																								
Mobile no.	<b>9969411124</b>																								
Registered Email	<b>sunitadchahar@gmail.com</b>																								
Alternate Email	<b>iqac@ratnamcollege.edu.in</b>																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="http://ratnamcollege.edu.in/wp-content/uploads/2019/11/AQAR_17-18.pdf">http://ratnamcollege.edu.in/wp-content/uploads/2019/11/AQAR_17-18.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://ratnamcollege.edu.in/wp-content/uploads/2019/11/Annual-Plan-2018-19.pdf">http://ratnamcollege.edu.in/wp-content/uploads/2019/11/Annual-Plan-2018-19.pdf</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>3.10</td> <td>2011</td> <td>08-Jan-2011</td> <td>07-Jan-2016</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.02</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	3.10	2011	08-Jan-2011	07-Jan-2016	3	A	3.02	2017	12-Sep-2017	11-Sep-2022
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2	A	3.10	2011	08-Jan-2011	07-Jan-2016																				
3	A	3.02	2017	12-Sep-2017	11-Sep-2022																				
<b>6. Date of Establishment of IQAC</b>	<b>14-Jun-2004</b>																								
<b>7. Internal Quality Assurance System</b>																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																						

Academic audit conducted by the Governing body of NES & SVB Institutions	03-May-2019 2	70
Submitted AQAR on time	26-Dec-2018 0	0
DBT-Star College Scheme-Activities of two years presented at Annual DBT-Meet, Pondicherry	18-Apr-2019 5	300
Mobilization of Financial Resources:Applied for DST-FIST Scheme for Science Departments	15-May-2019 0	100
Applied for RUSA grant for Development of Infrastructure	18-Jun-2018 0	2000
NSS Unit applied for Unnat Bharat Abhiyan Scheme	29-Oct-2018 700	1000
Promotion of Entrepreneurial Skills & Skill Development:Fourth Edition of NES Startup Fest in collaboration with e-cell of IIT, Bombay	13-Feb-2019 2	1500
MOU was signed with TechnoServe for employment related training and placements	02-Aug-2018 60	90
Towards Environment ConsciousnessTo make Admission process, Feedback from stakeholders ,students activities online/digital	18-Jun-2018 0	2000
Efforts taken to enhance MIS : Acquired Campusone mobile App for MIS	18-Jun-2019 365	2000
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NES Ratnam College	DBT Star College Scheme	DBT-New Delhi	2017 365	1100000
NES Ratnam College	RUSA	UGC	2018 700	20000000

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

? Admissions made online ? Steps taken towards Environment consciousness ? Steps taken for adaption of online courses ? Initiated Academic visits to foreign universities ? of research support provided to students and staff to attend Conferences seminars ? MOU • Signed with DAV College, Bhandup ,Menon College , Bhandup and formed DMR cluster for organizing activities for students, faculty and non teaching in order to benefit through sharing of resources and expertise. • Signed with TechnoServe for employment related trainings and placements.

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

Plan of Action	Achivements/Outcomes
To introduce new PG and Ph.D programmes	Applied for Ph.D in Physics
To upgrade Teaching-Learning tools	Acquired LCDs, Laptops, Visual presenter, , new e-journals & books, new software for Examination committee, Microsoft license
To conduct need based seminars/workshops/Conferences	Department of Botany, Zoology, Chemistry, Maths, Physics organised several workshops under DBT-Star College Scheme
To mobilize resources for academic and infrastructural developments	Received 2nd installment of DBT-Star College Scheme Received the sanction letter for RUSA grant Received Minor Research Project grant from Mumbai

	university. Received Unnat Bharat Abhiyan grant for the NSS unit.
To take initiatives towards skill development for employability	MOU signed with TechnoServe for employment related trainings Placement cell conducted training programs.E-cell organized NES Startup Fest
To introduce online admission process	Admission process made online
To improvise the MIS Software	Campusone App acquired and is used for feedbacks, which is communicated with all stakeholders. Admission, Attendance , Examination, Office administration is upgraded
To conduct training programmes for administrative staff	Training programme on the theme 'Environment Friendly Office Administration" was organized
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	16-Nov-2019

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2018
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Date of Submission	31-Dec-2018
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	College has Management Information System for the use of both staff and students. It helps in daily operations in the college environment ranging from admissions, attendance, examination to office administration. 1.Admission: Students are expected to fill the application form online so that the entire data of students get created for the use of college. Students are also provided with the facility of online payment of fees. The Classwise list of students is made. Email ids/Login ids have been created for the students.
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2.Attendance : The system reports attendance percentage classwise (i)The attendance software is available exclusively for the use of teachers , wherein the attendance is entered on a day to day basis and parents of absentees get automated SMS. (ii) Students attendance percentage is available on daily basis and the information is available to students as well. (iii) Generation of monthly report about defaulters , letters to parents is done through the software.

3. Examination: (i)Exam hall ticket generation is done through software partner campus one. (ii) Payment of ATKT fees is done online and exam committee gets the consolidated data for the conduct of exams. (iii) Result processing is entirely through the software and Marksheet printing is outsourced. The entire results are available with exam committee in digital form.

4.Office Administration:(i) Software for income tax calculations, fee receipts generation, salary calculations are available in the office. This makes the retrieval of the data easy and efficient. (ii) The entire data of staff is available digitally and submitted to University periodically.(iii) Accounting software's are updated on regular basis.

5. Feedback: Feedback from teachers, students and alumni is collected online. It is analysed by external agency and the result communicated to the respective person.

6. Library: Library is partially automated with the software egranthalaya. Technical processing and circulation of books is done with the help of this software.

7. Website: It is updated monthly with events, photographs announcements.

8. Departmental Reports: Monthly, term and annual reports of the departments and committees are procured and stored in the drive of IQAC.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

Institution has the mechanism for well-planned curriculum delivery and documentation. Continuous/formative assessment/ evaluation through periodical tests are done to ensure adequate preparation of students for their semester end exams. Semester end exams are conducted by the exam committee as per the guidelines from the University of Mumbai. Internal squads monitor the conduct of the exams and moderation of assessed answer papers by external faculty is done to ensure objective assessment. Though there are no internal assessment components for regular BA, B.Com and B.Sc courses, the College does have regular periodical tests and preliminary exams for these classes to enable students to prepare well for summative assessments. The feedback on teaching from students is analysed and appropriate steps are taken by respective faculties. IQAC strives to provide needed ICT Tools which faculty use to enrich the teaching and Learning experience. A technology room is set up with latest ICT tools which enhance the teaching learning process immensely. All classrooms are Smart Board enabled. Smart Board enables live streaming of Educational videos and recorded lectures. Running lecture notes are saved for later use. Blended learning and flipped classroom techniques are also used. Lesson plans, log books, lesson observations are done to plan and monitor the teaching learning. IQAC also conducts in-house workshops where faculty members share their innovative teaching strategies. Regular curriculum is supplemented by organising Study tours, Field trips and Guest Lectures to consolidate conceptual learning.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Department of Chemistry: Analytical Instruments from 04/08/18 to 11/08/18 at GNIRD, Khalsa College, Mumbai	20
BSc	Department of Botany: Types of Stomata	20
BSc	Department of Botany : Leaf Herbarium	30
BSc	Department of Botany: Composting	6
BSc	Department of Botany: Carbon sequestration Potential by Trees in Ratnam College Campus	6
BSc	Department of Botany : Pollen grain study of Local Flora	3
BA	Department of Political Science : Praja Foundation	1
BSc	Department of Physics: 'Michelson's Interferometer" at HBCSE	1
<a href="#">View File</a>		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Regular feedback is taken from students about each teaching faculty, and the same is conveyed to teachers. Feedback is also taken from the students regarding college. Parents attend two parental workshops each year in which feedback is collected from them. Feedback from Alumni is collected during Alumni meets. The feedback about the Curriculum is conveyed through the teachers who are members of the Board of Studies/ Syllabus Revision Committee. Feedback given by students about teacher enables the teacher to act on the same. Feedback given by the students about college facilitates the authorities to improve/ add facilities. Feedback given by parents during PTA meetings are implemented. As a result need based certificate courses have been introduced.

#### CRITERION II – TEACHING- LEARNING AND EVALUATION



## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, Sociology, Political Science, Economics, English Literature, Marathi Literature	120	122	86
BSc	Mathematics, Physics, Chemistry, Botany, Zoology	138	299	129
BCom	General	240	573	210
BCom	Banking and Insurance	60	116	49
BCom	Accounts and Finance	72	272	63
BMS	Marketing and Human Resource Mangemnet	72	288	70
BSc	Computer Science	60	128	37
BSc	Information technology	60	208	36

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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1860	162	54	0	11

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
62	62	27	18	18	5

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

- Non mandatory periodic tests and revision tests are conducted
- A Bridge Course is conducted by some departments for slow learners to get a firm foundation of their basics
- Remedial lectures are conducted for slow learners
- Advanced learners are guided for Competitive Examination, Research Conventions, Intercollegiate events and National level competitions.
- Students are mentored for participation in the research festival by

guiding them through the research . • Students who are from weaker economical section of society to obtain academic scholarship from charitable private trust to cover their tuition fees. • Mentoring is done in the form of follow ups with respect to attendance behaviour, academics of students and extra curricular activities • They are mentored in various facet of their life like dealing with exam stress, peer pressure, choice of career, financial need and health.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2022	54	1 : 38

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	54	8	8	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Ms Shweta Belose	Assistant Professor	Qualified for the final round for the 13th Maharashtra State inter Univeristy Avishkar Reseach Convention 201819 under the categoryAgriculture and Animal Husbandry
2018	Ms. Riya Rupani	Assistant Professor	Distinguished teacher AwardMangement by Management Teachers Consortium (MTC) registered with NitiAayog Government of India.
2018	Dr. Lata Swaminathan	Vice Principal	Member of the syllabus revision committee in the subject of MHRM, compulsory paper at the TYB.Com Sem V VI, University of Mumbai SubjectHas been approved as external examiner for Ph.D thesis in the faculty of Humanities at Liverpool University, UK

2018	Ms Lakshmi Prasuna	Associate Professor	Member of the Syllabus Restructuring Committee for TYBSc (Sem V SemVI) courses implemented from the academic year 201819 appointed by BOS (Chemistry), of University of Mumbai
2018	Dr Jayasree Sasangan	Associate Professor	Coconvenor Syllabus framing committee for TYBSc
2018	Mrs Veena Bhakta	Associate Professor	Member of Board of Studies in Mathematics at St Xaviers College, Mumbai Member of Board of Studies (Vice Chancellors nominee) in Mathematics at Ruia college, Mumbai Member of Board of Studies (mangement nominee) in Mathematics at Thakur college, Mumbai
2018	Dr.Vinita Dhulia	Associate Professor	Appointed as the member Subject Expert (Vice Chancellor's Nominee) in the Board of Studies, Physics at SIES College of Arts, Science Commerce, Si on, Mumbai. which has been granted Autonomous Status from 201819. Member of the Syllabus Restructuring
2018	Dr Vijalakshmi	Associate Professor	Member of syllabus for TYBA(History)
2018	Dr Aakanksha Gawde	Associate Professor	Member of Board of Studies in Extension work
2018	Ms Jennifer Countinho	Associate Professor	Member of the Syllabus Restructuring

			Committee for TYBA (Sem V SemVI) Paper Vimplemented from the academic year 201819 appointed by BOS, University of Mumbai
2018	Mrs Somali Bose	Assistant Professor	Member of the Syllabus Restructuring Committee for TYBA (Sem V SemVI) Paper IV implemented from the academic year 201819 appointed by BOS, University of Mumbai
2018	Dr. Jayasree Gopalakrishnan	Assistant Professor	Mentor of NIUS(National Initiative to Undergraduate Science An programme undertaken by HBCSE, TIFR) project of Ms. Dharshini Raghavan from Madras University (20172019 Batch XIV). Paper setter for INChO(Indian National Chemistry Olympiad201718)
2018	Mrs. RiyaRupani	Assistant Professor	Distinguished teacher AwardMangement by Management Teachers Consortium (MTC) registered with NitiAayog Government of India. Member of Board of studies for two courses at Jhunjhunwala College
2018	Mr Rajiv Mishra	Assistant Professor	Member of the Syllabus Restructuring Committee for TYBComBanking and Insuarance (Sem V ) implemented from the academic year 201819 appointed by

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	I	05/12/2018	19/01/2019
BA	BA	II	13/05/2019	08/06/2019
BA	BA	III	12/11/2018	15/12/2018
BA	BA	IV	04/05/2019	08/06/2019

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

? Centralized Continuous Internal Evaluation System: Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year. • Orientation on Evaluation Process: Students are made aware of the evaluation process through the following initiatives: • The orientation programmes at the beginning of the semester for the first year students of all streams. • Teaching Plan contains evaluation schedule. • Academic Calendar with CIA Exam dates. • Display in the College and Department Notice Board. • The orientation programmes specifically related to the evaluation system is taken up by the exam committee at the beginning of the year. ? Result Analysis Review Meeting: • Result Analysis is done by the class tutors after every CIA Test in the form of Internal Assessment for Self Financing Courses and Periodical Tests for Arts, Science Commerce. • Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. • The performance of the students is monitored by the Principal and the necessary feedback is given to the students. ? Progress Reports Parents Meetings: • The institution is keen on monitoring the performance of the students and reports to the Parents. • Semester end Mark sheets are handed over by the class teachers to the parents after each semester end exam. • Parents/ Guardians are advised to note the performance of their wards and take remedial measure if needed. • Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the student. • Information Register is maintained for all classes by class teachers which also consists of compiled form of evaluation progress. ? Remedial/ Tutorial: • Remedial Classes are conducted for the slow learner. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers. • Tutorials are conducted for classes as per the university norms. ? External Examination: • External examinations are conducted at the end of every semester for all the theory papers and practical papers. • Students should satisfy the eligibility criteria of 75 attendance in each semester to appear for University Examination. • The students who have arrears are permitted to write their papers in both the semester examinations as per University norms. ? Representation in the Board of Studies: The senior faculty members are appointed by the University to act as the member of Board of Studies. ? ATKT Examinations: ATKT Examinations are held for students who have appeared and

failed in any one of the semester theory / practicals / internal papers relating to completion of his/her degree as per University norms. ? Photocopy/Recounting/Revaluation Facility: The students are informed of the Photocopy/Recounting/Revaluation scheme available to them. These are permitted for U.G. students who apply for it within the stipulated time on payment of prescribed fee.Revaluation is permitted for the papers written in regular/ATKT U.G. examinations

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

The following examinations conducted were adhered to Term I ? The periodical test for III and V commenced on 6th August.18 ? The periodical test for Sem I commenced on 23rd August,18 ? The last date of completion of examination for Sem III and Sem V was 1st Oct ,18 and for Sem I was 17th Oct,18 ? Preliminary examinations were conducted for all semesters for all programmes ,department wise ? University Sem III exam commenced on 8th Oct,18 and Sem I commenced on 22nd Oct,18 Term II ? The periodical test for all semesters commenced on 4th Feb,19 ? The last date of completion of syllabus for all semesters was 16th March ,19 ? Preliminary examinations were conducted for all semesters for all programmes ,department wise commenced from 5th March,19 ? University and Semester end examination for all semesters commenced on 1st April,19

## 2.6 – Student Performance and Learning Outcomes

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

<http://ratnamcollege.edu.in/index.php/programme-course-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	History, Sociology, Political Science, Economics, English Literature, Marathi Literature	46	44	95.60
BSc	BSc	Mathematics, Physics, Chemistry, Botany, Zoology	76	65	85.5
BCom	BCom	General	170	164	96.5
BBI	BCom	Banking & Insurance	57	57	100
BMS	BMS	Marketing & Human resource management	66	64	96.9
BAF	BCom	Accounts & Finance	44	43	97.7
BSc	BSc	Computer	37	35	94.6

(Comp.Sc)		Science			
BSc(IT)	BSc	Information technology	20	19	95.0
MCom	MCom	Commerce	49	41	83.7
MSc	MSc	Physics	8	8	100
MSc	MSc	Chemistry	19	19	100
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## 2.7 – Student Satisfaction Survey

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

<http://ratnamcollege.edu.in/wp-content/uploads/2019/12/Feedback-Ratnam-2018-19.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects sponsored by the University	365	University of Mumbai	0.6	0.6
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Management of Intellectual wealth	IQAC	05/10/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Research Convention Avishkar Structural diversity of AM fungi	Mrs.Shewta Belose	University of Mumbai	15/01/2019	Agricultural and Animal husbandNilry
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	History	1	5.31
International	English, Political Science, History, Mathematics, Botany, Commerce and Accountancy	11	5.5

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

Department	Number of Publication
BCom Banking and Insurance	2
Chemistry	1
Mathematics	11
Botany, Physics and Zoology	4

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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**No Data Entered/Not Applicable !!!**

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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**No Data Entered/Not Applicable !!!**

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

Number of Faculty	International	National	State	Local
Presented papers	11	2	0	0
Resource	10	9	0	0



persons

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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Ahvaan State level camp	University of Mumbai	1	1
Environment day Celebration	NES Ratnam College	3	50

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	Best District Coordinator	University of Mumbai	300

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
MADACS	University of Mumbai	Peer Training	1	20
Swatchtha hi Sevaat	University of Mumbai	Clean the Campus	1	20

[View File](#)

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Academic Visit to CUFE, China	04	Self	06

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project work	Analytical I	Department	04/08/2018	11/08/2018	25

Instrumentation of Chemistry  
 Khalsa college  
 Mumbai

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
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#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
45.33	41.21

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
eGranthalaya	Partially	eG3RevNo.32	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13193	1342815	1207	185125	14400	1527940
Reference Books	11234	3061898	258	140170	11492	3202068
Journals	81	93775	10	20969	91	114744

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	143	70	3	2	3	13	23	50	30
Added	17	8	1	0	0	1	4	10	4
<b>Total</b>	<b>160</b>	<b>78</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>14</b>	<b>27</b>	<b>60</b>	<b>34</b>

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

50 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
AudioVisual room,laptop, Camera,Speaker	<a href="http://ratnamcollege.edu.in/evideo/svmv_id1_SD%20360p.mp4">http://ratnamcollege.edu.in/evideo/svmv_id1_SD%20360p.mp4</a>
AudioVisual room,laptop, Camera,Speaker	<a href="http://ratnamcollege.edu.in/evideo/VIDEO-2019-12-06-14-50-58.mp4">http://ratnamcollege.edu.in/evideo/VIDEO-2019-12-06-14-50-58.mp4</a>
AudioVisual room,laptop, Camera,Speaker	<a href="http://ratnamcollege.edu.in/evideo/Swiss%20Slam%202019%20-%20final%20video.mp4">http://ratnamcollege.edu.in/evideo/Swiss%20Slam%202019%20-%20final%20video.mp4</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8.25	7.5	1.56	1.41

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

Institute has well defined policy for maintenance and utilization of all its physical and academic facilities. Policy includes maintenance of computers (Hardware and Software), upkeeping equipments in science laboratories, updating software related to administrative and library and overall maintenance of campus infrastructure. Annual maintenance contracts for computers, copier machines, software, CCTV, Fire extinguisher, garden, security are in place. An external housekeeping service looks after cleanliness on the campus. Website is maintained and updated with help of external professionals. Policy is developed

to keep parents informed about student's attendance via mobile messages assuring safety of the students. The well defined purchase policy developed by Management Purchase Committee looks after all the purchases in the college. Sports committee looks after maintaining sports ground and sports equipments. Committee organizes various indoor and outdoor sports competition for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. IQAC defines policies related to workshops/seminars/conferences for students and staff across faculties. Various other committees/Associations such as Students' Council, Cultural Forum, Discipline, Unfair Means, Attendance, Grievance Redressal, Anti Ragging and Internal Complaints, Placement Cell, ECell, Lifelong learning and Extension Unit are active and helping students to learn in a better environment. Students are encouraged to participate in extra and cocurricular activities at Institutional and National level.

[http://ratnamcollege.edu.in/wp-content/uploads/2019/11/working\\_system\\_of\\_college\\_-\\_Handbook.pdf](http://ratnamcollege.edu.in/wp-content/uploads/2019/11/working_system_of_college_-_Handbook.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Endowment Fund	7	35000
Financial Support from Other Sources			
a) National	GOI Scholarships Freeships GOI Scholarships Freeships	41	150020
b) International	NA	0	0
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	01/07/2018	200	College Counsellor
Remedial coaching	01/07/2018	405	ALL Departments of the College
Workshop on 'Avishkar Research Convention 20182019'	04/09/2018	2	Tolani College of Commerce, Andheri
A talk show on Access Market	29/08/2018	1	U.S. Consulate General, BandraKurla Complex, Mumbai.
Workshop on Clay Ganapati Making	31/08/2018	31	Department of Political Science
Visit to Dosti House, United	10/09/2018	75	Department of English

States American Consulate, BandraKurla complex			
Workshop on Tray And Bottle Gardening	31/08/2018	145	Department of Political Science
Workshop on Digital Marketing	31/08/2018	103	Department of Political Science
Seminar on 'Recent Developments in Gender Issues'	22/02/2019	10	RADAV College, Bhandup(East)
Field VisitAdivasiPada (VanganiBadisGoan)	25/01/2019	26	Department of Marathi
Indian and Chinese Cinema: A Cultural Kaleidoscope	12/09/2018	36	Department of Political Science
Digital Depository 'National Academic Depository Ltd'	16/07/2018	22	Department of Commerce
Student exchange Programme-Field Trip to JNPT, Panvel	27/02/2019	51	Department of Commerce
Workshop on "Terrarium Dish Garden	30/03/2019	50	Department of Botany
'Use of Foldscope', AM Fungi	19/03/2019	30	Department of Botany
Workshop on 'Wet Dry Waste Segregation Composting Technique'	22/09/2018	150	Department of Botany
Workshop on 'Jam , jelly , squash syrup'	19/12/2019	50	Department of Botany
Workshop on 'Aromatherapy'	01/03/2019	70	Department of Botany
miniMTTS - Mathematics Talent and Training Search Programme in Mathematics (partially funded by National Board of Mathematics(NBHM))	26/11/2018	39	Department of Mathematics
Workshop on Applications in Mathematics for students of F.Y/S.Y	02/03/2018	10	Department of Mathematics

/T.Y.B.Scmathletics (an initiative by research Scholars of Dept. of Mathematics IITB, Mumbai) on Combinatorics, Group Theory, Linear Algebra,Algebra			
Bridge Course in Mathematics	02/08/2018	60	Department of Mathematics
Workshops on Presentation Skills ,GoalSetting,Time Management	18/11/2019	120	Department of BMSBBI
Fire brigade training at Byculla Fire Officers at Byculla Fire Station	02/08/2019	3	NSS
Mentoring Sessions by Mr. AlokTamhankar, Founder, Think StartUp Mr. BrijeshTejwani, Founder, WE LOVE STARTUP	02/12/2019	65	College ECell, Think StartUp, WE LOVE STARTUP
Session on 'Digital Marketing' by Ms. VarshaPagare	30/09/2019	86	ECell, Digital Marketing Institute
KYE Test 2018 in associating with Scientific Research Association of Economics Finance	01/10/2019	333	Department of Economics
Open Day and Parental workshop	15/12/2018	564	Academic Administrative Committee of the College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	DBT STAR COLLEGE SCHEME IIT	76	0	2	0

	JAM Training Sessions				
2018	Career Exhibition by Student Council in collaboration with Disha	0	1100	0	0
2018	Technoserve-training students under 'Youth Employability program'	0	109	0	82
2018	'Career Options for B.Com & BAF students' by CA AnujJalota	0	350	0	0
2018	Seminar on 'Market Investment' 'Board of Industry - Academia Partnerships' (BIAP)	0	300	0	0
2018	Guest lecture on "Management of Intellectual Wealth IPR"	0	95	0	0
2018	How to prepare for Qualifying Exams after Graduation /Post Graduation in Chemistry' for TY B.Sc students	68	0	0	0
2018	'Career in Chemistry after Graduation'on 26/02/19	0	60	0	0
2018	Work'Mass Spectrometry, X-Ray Fluorescence &	0	45	0	0

	Fundamentals of Quantum Chemistry & problem solving 15/12/19				
2018	Workshop on Scope of Chemistry in FMCG Industry on 19/12/18S	0	80	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Atheno BPO recruitment, TCSBPO, ITM	242	33	Tech Mahindra, Yes Bank Here Solutions, HDB ICICI Bank Connect, HDFC Life Insurance, Policy Boss, Hinduja Global Solutions	119	23
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	2	BSC	Chemistry	Kelkar College	M.Sc (1), B.Ed*(1)
2018	31	BA	Sociology, Political Science, Marathi Literature, Economics	IDOL, UNIVERSITY OF MUMBAI	MA, B.Ed



2018	6	BSC	Botany	Khalsa, Somaiya, Birla	M.Sc
2018	2	BSC	Physics	RJ, VES	M.Sc (1) LLB (1)
2018	8	BSC	Zoology	Somaiya, Ruia, Khalsa, Bandodkar, Dehradun	M.Sc (6), MBA(2)
2018	20	BCOM	Commerce	Indian Institute of Business Management Navi Mumbai, SVIMS, Kohinoor Business School, Kelkar College, Ratnam College	M.com(16), MBA(3) CA(1)
2018	4	BMS	Management Studies	Guru nanak institute of management studies, Mumbai, chemburka rntaka college of law, Mumbai	PGDBM(3) LLB(1)
2018	4	BBI	Banking & Insurance	Ratnam, MCC, University of Mumbai	MCOM(3) PGDBM(1)
2018	15	BAF	Accounts & Finance	Ratnam College	MCOM (14), CA (1)
2018	9	BSC CS	Computer Science	Kelkar College, Mumbai University	MSC CS(2), IT(6), MBA(1)
2018	1	BSC IT	Information Technology	MCC COLLEGE, MULUND	MSC IT
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
CAT	0
GRE	0

TOFEL	0
Civil Services	0
No file uploaded.	

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

Activity	Level	Number of Participants
Chess Tournament	Intra Collegiate	220
Carrom Tournament	Intra Collegiate	204
Table Tennis Tournament	Intra Collegiate	112
Rink Football Tournament	Intra Collegiate	160
Volley ball Tournament	Intra Collegiate	180
Box Cricket	Intra Collegiate	70
NESSVB Sports Festival	Intra Collegiate	93
University/External Bodies	Inter collegiate	114
Talent Search	Intra Collegiate	491
Mantra	Inter Collegiate	83
University/External Bodies(Cultural)	Inter Collegiate	34
Yoga Day	Intra Collegiate	135
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#### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	2nd place Intercolle giate athletic meet	National	1	0	FYBSC 316	Ms.Apurva Kaviskar
2018	5th place Intercolle giate athletic meet	National	1	0	FYBSC 316	Ms.Apurva Kaviskar
2018	3rd rank in Interco llegiate youth festival	National	0	1	SYBCOM 12	Chaudhari Gazala Maksood
2018	I Prize in Intercolle giate youth festival	National	0	1	SYBA 14	Shivani Sharma

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

The activities of the council starts with selection of General Secretary. The Class Representatives of the class are members of the council. These members act as a bridge between their fellow students and administration of the college and they communicate the suggestions/grievances to the Class Teachers which in turn communicated to the Principal. A team of 5 students from final year classes were also selected for performing various student centric activities of the college. The council celebrates all national festivals and religious festivals with full zeal and enthusiasm. Ganesh Utsav celebration is an annual feature of the college. The council jointly with the Arts Faculty organized a workshop on "Eco Friendly Ganpati Idol making" participated by 15 students across faculties. A career exhibition was organized on 05/03/19 to create an awareness about career options and job opportunities which had an overwhelming response. A one day visit to Adiwasi Pada near Karjat was arranged for 30 students on 25/01/19 to sensitize the students towards under privileged section of the society. The activity of the council ends with bidding a grand farewell to the final year students.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2010

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

50250

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of the College met on 07/07/2018 and 04/01/19 to plan the activities to be organized. The association organized an organ donation drive On 08/08/19 where representatives from Shrimad Rajchandra Mission, Dharampur made a presentation attended by 225 students of which 95 students filled the consent form for organ donation. The Cultural Nite organized on 25/01/19 is an annual initiative to bring together the current and past students to strengthen the bond between them.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The College believes in decentralised and participative management. The Annual plan of the College is drawn in a bottom top approach where the departmental/committee heads decide about the various activities to be conducted during the year which the IQAC integrates into the annual calendar. Each departmental/committee heads are allocated budget for their departments/committees and they decide the way the expenses have to be managed. Students are also free to contribute ideas with respect to various activities of the college. Unmesh and Sathyanarayan puja are events conducted by the non teaching staff where they have the freedom of decision making. The non teaching

representative on the IQAC puts forth ideas on quality improvement on behalf of the nonteaching staff.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	The DBT Star College scheme has inculcated a research climate amongst the staff and students of the Science faculty. Many projects under the scheme has been undertaken. The humanities have conducted research paper competitions for students and winning papers have been published in an inhouse interdisciplinary journal Epignosis. Research Committee provides necessary information and support to encourage research amongst staff and students. Many faculty members are pursuing Ph.D and many have completed. ? Students and staff are encouraged to participate in Avishkar Research Fest of University of Mumbai
Library, ICT and Physical Infrastructure / Instrumentation	? Library, ICT and Physical Infrastructure / Instrumentation Budgets are made to bring about incremental additions to library, ICT and physical resources. The 5 science departments have been able to upgrade the laboratories with latest instruments through DBT Star scheme
Human Resource Management	The College strongly believes in enhancing Human Resource effectiveness through appropriate recruitment, training, motivation and appraisal strategies. Care is taken to recruit faculty with adequate knowledge, skills and commitment to contribute to student and college development. Induction program and regular relevant training sessions and lesson observations are conducted. Appropriate support is provided to faculty to make valuable inputs towards maintaining and enhancement of various college processes. Sharing of best practices is also encouraged between faculty.
Industry Interaction / Collaboration	? Industry Interaction / Collaboration – MOU with Technoserve NGO supported by Citi Bank to train students with job related skills and placement. Placement cell also invites corporates every year

	for recruitment of students. However the IQAC is making efforts to ensure that departments are interacting and collaborating with industry for research projects, internships and skill development.
Admission of Students	the process has been made online and on line paymentgateway also introduced.
Curriculum Development	The College follows the curriculum prescribed by Mumbai University, however the curriculum of certificate courses are modified to include the latest body of knowledge in the field to give practical exposure to students. ? Due to the DBT StarScheme, Science departments are able to supplement the curriculum with t additional practicals and projects
Teaching and Learning	Teachers are encouraged to use ICT in teaching by making available different ICT tools through the technology centre and resource centre. Smart Boards are also made available to ensure that teachers make the lectures interactive and interesting. IQAC conducts training for faculty that enables them to use ICT tools in teaching and evaluation. Further with every batch of new students, teachers identify the students' learning styles and make appropriate modifications in their teaching. This encourages teachers to identify appropriate teaching methods for a particular group and also ensures that a range of teaching techniques are used. IQAC ensures quality assurance in teaching and learning through lesson observations and log books of faculty. Remedial teaching and academic mentoring is also encouraged towards improving college/ university results.
Examination and Evaluation	Examination system is prescribed by the University, however the College has acquired the software and support services needed to prepare results which is constantly upgraded. Teachers find innovative ways of examining and evaluating students for the formative assessments like open book system, group learning in classrooms, peer evaluation etc.

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

E-governance area	Details
Planning and Development	The College is making efforts to get inputs from departmental and committee

	heads in digital form by way of documents shared in drives to plan activities. Further the College is also striving to develop a communication system which is completely digitized
Administration	Reports from departments and committees are acquired through mails and shared through drives. Campus One App is developed to share notices and circulars, communicate with stakeholders and also record and monitor attendance data. Different forms needed by students are available on website.
Finance and Accounts	Accounting softwares purchased help to process and store financial data in the digital form.
Student Admission and Support	Admission forms are made available online and online payment facility.
Examination	The result of all examinations is completely digitised and the exam committee is progressively incorporating e governance for question papers, hall tickets, exam form filling etc.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Nirmala Kannann	Workshop on Revised Syllabus	SIES College	500
2018	Mrs. Jayashree Sasangan	Syllabus related workshop	Patkar College	300
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Revised NAAC Framework	NA	07/04/2018	07/04/2018	65	0

2018	New Entrants Induction program	NA	16/08/2018	16/08/2018	8	0
2018	Pecha Kucha Presentation	NA	17/08/2018	17/08/2018	65	0
2018	SPSS statistical Package	NA	21/07/2018	21/07/2018	19	0
2018	SPSS statistical Package	NA	28/07/2018	28/07/2018	19	0
2019	Advanced Microsoft Excel	Advanced Microsoft Excel	25/02/2019	27/02/2019	14	4
2019	Exploring Google Apps A Stride towards paperless documentation	NA	26/02/2019	26/02/2019	55	0
2019	Research Based Pedagogical Tools	NA	28/09/2019	29/09/2019	31	0
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	24/09/2019	13/10/2019	21
Faculty Development Program (Developing Teaching Skills for Blended Learning)	3	03/08/2019	03/08/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
39	15	30	9

### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>? The parent body has constituted a NES Staff Medical and Welfare Fund for supporting medical expenses of staff as and when needed. ? Staff welfare fund is also maintained to felicitate staff for their special achievements ? Support to enhance their qualification ? Celebration of festivals and achievements, felicitations at the staff council meeting and also by the Management</p>	<p>? The parent body has constituted a NES Staff Medical and Welfare Fund for supporting medical expenses of staff as and when needed staff have benefitted from this. ? Loan against salary is given to the nonteaching faculty based on their requests. ? Celebration of festivals and achievements, felicitations at the staff council meeting and also by the Management Soft loan facility in times of need. Medical assistance by Management.</p>	<p>? Counseling support by on the Campus Counselor. ? Financial and Medical Assistance to needy students through Students' Endowment Fund. ? MOU with Central Hospital. ? The campus has a medical Centre with a physician available on all working days. ? Sanitary Napkin Vending Machine for girl students. ? Organizing Campus Interviews through Placement Cell. ? Book Bank Scheme. ? Career Guidance through Career Fair and talk by professionals/experts. ? Gymnasium facility with an Instructor .</p>

### 6.4 – Financial Management and Resource Mobilization

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

Internal financial audit is conducted by AAC members and external financial audit is conducted by professional chartered accountant firm Rao Ashok. Audit of Accounts is done monthly by AAC members and annually by statutory auditors. Audited accounts are placed before CDC. Annually the Management Team of NES – SVB Group also conducts financial auditing.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Pare PagliKalaken	14000	Scholarship
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

111342

### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DBT Advisory Committee formed by DBT Delhi	Yes	Academic Administrative Committee of the College. And the Management team



Administrative	No		Yes	of NESSVB Group Academic Administrative Committee of the College And the Management team of NESSVB
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. The PTA has been instrumental in liaising between the college and community for admissions to YCMOU programs. 2. They have also provided sponsorship for Cultural fest Mantra. 3. It supports by resolving issues related to disciplinary norms of the College.

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

Unmesh an intercollegiate event for Non teaching staff was conducted on 23rd January, 2019. The topic was Enhancing Productivity and Efficiency at Workplace (2018) , Green Office Administration. Workshop on Advanced Microsoft Excel on 25.2.19 27.2.19 by NES Staff Training College and Dept. of Mathematics under DBT Star College Scheme.

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

. Initiative taken to build employable skills and increase placement ( MOUwithTechnoserve) 2. Academic Visit /exchange programs with international institutions and universities 3.Taking special efforts towards paperless administration.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	DBTStar College Scheme Activities of two years presented at Annual DBTMeet, Pondicherry	18/04/2019	18/04/2019	20/04/2019	2000
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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants
------------------------	-------------	-----------	------------------------

			Female	Male
NSS Street Play "Beti Bachao Beti Padhao"	13/08/2018	13/08/2018	6	6
Survey of Women Status (SWS)	01/08/2018	28/02/2019	48	21
College Band Troupe	18/06/2018	01/05/2019	10	15
Coaching for Football, Volleyball and Athletics	20/08/2018	30/04/2019	30	100
Workshop on Juvenile Crime	28/08/2018	28/08/2018	256	144
Self Defence Workshop on Martial Art	08/03/2019	08/03/2019	48	32
International Women's day Exhibition on women in Indian Nuclear Program	08/03/2019	08/03/2019	185	115
Poster Making competition on Gender Equity by WDC	08/03/2018	08/03/2018	27	9

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

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

Environment Consciousness is one of the Best Practices adopted by our college. Conscious efforts are being made to sensitize all stakeholders especially students to contribute towards Green environment One of the major steps taken by the college is installation of 10mW rooftop solar panels. It contributes towards 8 of the total power requirements of the college. The supply from the panels are switched off on holidays so that the power generated goes back to the grid and is not wasted. The yield is monitored regularly and report submitted regularly to Central Electronic limited Electric bulbs/ tube lights are being replaced, in phased manner, by LED bulbs which require less power consumption Servicing Maintenance of the Electric Appliances are regularly taken up through AMCs to minimize the carbon footprints Students are sensitized towards judicious use of power through notices to switch off lights and fans when not required Workshop on Eco Friendly Idol making conducted to prepare Ganpati using only clay and not using chemical, thermacol for decoration purpose on 31st August, 2018 . The theme of Ganesh Utsav celebrated in the college on 13th and 14th September, 2018 was "Green Environment." The structures with prominent displays and messages for pollution free, green environment were displayed.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	1

Rest Rooms	Yes	3
Scribes for examination	Yes	2
Any other similar facility	Yes	3

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	20/10/2018	2	Meeting of Parent Teacher Association (PTA)	To involve Parents for effective administration	23
2018	2	2	22/09/2018	2	Parental Workshops	To sensitize parents towards Effective Parenting of Adolescent Children	1200
2018	8	8	23/07/2018	4	DBT Funded Skill based trainings	Subject Related skill and employability	300
2018	4	4	17/12/2018	6	Goal setting and Job Interview Personality Development	Personality Development	123
2018	12	12	28/08/2018	2	Training for competitive Exams	Promoting Higher Educations	56
2018	1	1	08/08/2018	4	Sensitizing towards Organ Donation	Create Sense of social responsibility among Alumni	225
2018	1	1	23/09/2018	4	Assistance in	Creating a sense	35

					traffic control during Ganesh Chaturti immersion	awareness about social responsibility	
2018	2	2	23/07/2018	5	Marathi Vangmay mandal activities Ashadi Ekadashi Marathi Bhasha Divas	Promotion and development of local language and culture	115
2018	1	1	23/12/2018	3	Hosh Foundation Rally by LLE/NSS	Creating awareness about Health Education	80
2019	1	1	19/01/2019	8	Start Up Fest	Developing Entrepreneurial Skills	121

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

Title	Date of publication	Follow up(max 100 words)
Handbook on Working System of the College	05/12/2018	Handbook on the Working System of the College was first published in the academic year 2015-16. It encompasses various activities carried out under academic administrative headings on daily, weekly monthly basis. It is one of the quality initiatives of the College, to list down the working system right from the start of the day, for the benefit of its primary stakeholders. Its contents include SOPs, Responsibilities of HOI, HODs, Section Incharges, Conveners of various Committees, Laboratory, Library Admin Staff. It also lists down the disciplinary norms for students staff and various other matters found to be useful in smooth running of the College.

Prospectus	31/05/2018	Prospectus lists important information for the benefit of students parents like first hand information about the College, Programme/Courses Offered, eligibility Criteria, Admission Criteria, Fees Structure, Working hours, Disciplinary Norms, Evaluation Techniques and other important informations
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	06/06/2018	06/06/2018	135
Blood Donation Drive	24/01/2019	24/01/2019	92
Visit to Adivasi pada	25/01/2019	25/01/2019	30
Placement /Skill Development Programme (TechnoServe)	28/06/2018	22/12/2018	119
Program on Police Mitra (NSS)	06/02/2019	06/02/2019	85
Run for Nation	31/10/2018	31/10/2018	17
Aids Awareness/ Pulse Polio awareness	01/12/2018	01/12/2018	104
Awarness about Ujwal Yojana	15/01/2018	15/01/2018	15
Spreading of Gandhian thoughts	24/01/2019	24/01/2019	15
Bhajan Sandhya Program	02/10/2018	02/10/2018	25

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

? Plantation: ? The college campus has green environment with well maintained and groomed trees in the garden. New trees are also planted on a regular basis by the experienced gardeners .Ornamental plants add beauty to the campus. Medicinal plants, both in lawn and in pots add to the quality of air and also have educational impact on students. ? Monthly drive on the theme 'Save Environment' is organized in June to earmark International Environment day..

? Ewaste management ? The College has a tie up with the NGO Parisar Bhagini Vikas Sangha for collecting the ewaste from the College for recycling. The facility is also extended to staff and students thus sensitizing them towards ewaste management. The College has received a certificate from the NGO

appreciating its efforts towards reducing the carbon footprints

? Biodegradable waste management ? The college has collaborated with an NGO, Stree Mukti Sanghatana and installed an organic waste management system on campus to take care of the waste generated by the college canteen and garden. The project is partially funded by United Nations Development Programme (UNDP) and Ministry of Environment and Forests (MOEF). ? Dead leaves and waste papers are not burnt to restrict Carbon emission and ensure carbon neutrality. ? Leaves are buried in the designated pit and are treated as biodegradable waste to convert into fertilizer.

? Awareness towards non use of plastic bags ? NSS Volunteers prepare paper bags and distribute to the shopkeepers of neighbouring areas spreading awareness against the use of plastic bags. ? Special cloth bags are prepared by the College for takeaways to be given to any visitors/participants ? Under the banner of DMRJAC which has been set up under an MOU signed by the three colleges viz V.K.Krishna Menon College, N.E.S. Ratnam College and R.A.D.A.V. College a seminar on " GREEN WRAP" was arranged on 8th September 2018 to sensitise the students about the plastic bag menace and channelize their energy to bring about changes in their attitude towards its use. The seminar was also aimed at involving students to engage with the local community and spread the message about alternatives to the plastic bag and was attended by 78 students

? Promotion of paperless administration. Conscious efforts are made towards paperless administration by providing the following facilities ? All computers are in LAN for accessibility of the required data ? Online Admission process for all classes are initiated ? Gsuite is purchased which has eased the communication amongst various stakeholders and also provided large availability of digital data storage space ? Online feedback system from various stakeholders is initiated ? MIS is strengthened by enhancing the softwares of Attendance Management, Examination System, Library Management Admin related requirements

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

NES Ratnam College of Arts, Science Commerce was established in 1983 and has since then progressively evolved to make a mark for itself as one of the premier institutes of higher learning in Mumbai. Its singularity lies in its unapologetic insistence on discipline as top priority the key to academic excellence and character building that informs the tone and tenor of all areas of campus life. The College mainly caters to students belonging to not so privileged socioeconomic strata and also many of them still the first generation learners. The college needs to have the vision of not only providing an excellent academic environment but also ensuring that no stone is left unturned towards the holistic development of students for their bright future. The visionary Management suggested to adopt 3Tier Training Programme as one of the Best Practices for our Primary stakeholders Students, Staff and Parents. It was felt that for the benefit of students, Staff must also be upgraded through training programs and very importantly Parents also to be trained for effective parenting of adolescent children. Parental support is believed to be very essential for their ward to do well both academically and socially. To be truly successful one also needs to be conscientious citizen. College lays lot of emphasis on organizing value added programmes. One of the Best Practices is to sensitize students towards Environment Consciousness. One of the major concerns being addressed universally is the Global Warming Climate Change. To safeguard our mother earth, global warming is to be restricted below 20C. It is the need of the hour to be conscientious citizens and contribute towards this global cause. College is taking its small steps forward through this best Practice to

make its each stakeholder a responsible human being and contribute towards Green Environment.

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

<http://ratnamcollege.edu.in/wp-content/uploads/2019/12/Best-Practices.pdf>

### 7.3 – Institutional Distinctiveness

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

Way back in 1983, access to higher education was a dream to many residing in this backward suburb of Mumbai. In order to make this dream of locals a reality, the visionary management of National Education Society set up Ratnam College of Arts, Science and Commerce in 1983. Within a short span of time, the Institution has carved a niche for itself. Strong emphasis on all facets of discipline and academic excellence which are the essence of higher education ensure that students contribute effectively towards national development. The graduates from the institution are empowered with appreciable academic degree and qualities of good citizen. Distinctly better performance of our students in comparison with average performance of students at the Final University Examinations strongly endorses the quality of our teaching learning process.

Ratnamites are endowed with allround growth and well groomed personality through various enrichment activities to be reckoned as assets by the society.

A technology driven Annual Theme announced by the management and the Institution working around the Annual Theme, amply reflect Management's as well as Institution's interest in promoting the use of technology in its functioning - academic as well as administrative. Emphasis is always on use of modern teaching methods. Office administrations as well as library are increasingly making use of upgraded techniques which have resulted into smooth and efficient functioning. The Institution strongly believes in not only sustaining quality but also enhancing it in order to achieve its vision. It regularly goes through the checks/ audits to test the level of quality prevalent in all its activities. The urge to enhance quality is amply reflected through • 3Tier Training Programme - for Staff, Students and Parents, regularly arranged • Continual evaluation of students through tests/ retests, apart from mandatory examinations • Involvement of Students, Faculty and Parents in Institution's activities • Utmost emphasis on Faculty Development • Encouragement to Faculty to undertake research activities. • Actions taken on feedbacks received from all stakeholders formal and informal. • Transparent, decentralized, and participatory administrative system. All well wishers of the Institution are justifiably proud of the Institution's achievements so far, namely • It is the first educational institution in Maharashtra to receive ISO 9001:2000 certification in 2002. • It was accredited with 'A' Grade by NAAC in 2004, reaffirmed its 'A' Grade status in 2011 again in 2017. • Bhattipada Road, the approach road to the Institution, has been renamed as NES Ratnam College Marg by Municipal Corporation of Greater Mumbai in 2006. • It received the Best College award from the University of Mumbai for the year 201314 • The parent body, National Education Society, along with Ratnam College, received Ramkrishna Bajaj National Quality Award in Education from Indian Merchants' Chamber, in 2006. • It is the first educational institution in India to receive British Quality Mark and Corporate Membership from British Institute for Learning Development, UK in 2009.

Provide the weblink of the institution

[www.ratnamcollege.edu.in](http://www.ratnamcollege.edu.in)

### 8.Future Plans of Actions for Next Academic Year



Academics: • To set up Ph.D Lab in Physics • To introduce more skill development courses • To upgrade ICT tools to enhance the Teaching Learning process • To upgrade Science Labs Computer Labs • To collaborate with Foreign Universities

Environment Consciousness: • To conduct structured Green Audit • To use solar panels for lights in the Garden area • To conduct programmes to sensitize stakeholders towards Green Environment • To promote paperless administration: ?

Introduce online admission. ? Upgrade Mobile App for Attendance MIS, Online feedback process, communication with students/staff/ parents ? Effectively use technology for data storage

Administration: • To upgrade office related software

• Ensure quality in administration through regular internal audits by AAC Towards Quality Sustenance • To continue with the best practice activity of conducting 3Tier Training Programmes for students ,staff ( Teaching Nonteaching) parents • To encourage students staff to upgrade their knowledge through online courses like NPTEL SWAYAMA Govt.of India Initiative • To promote Research culture amongst students staff • To mobilize financial support from various funding agencies