YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Mahatma Night Degree College of Arts and Commerce

- Name of the Head of the institution

Dr. Eknath Kundlik Zhrekar

- Designation

I/c Principal

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

022-25228414

- Mobile No:

91-9224151450

- Registered e-mail

principalmahatmandc@mes.ac.in

- Alternate e-mail

eknathzhrekar@mes.ac.in

- Address

Sion Trombay Road, Opposite Fire Brigade, Chembur Naka

- City/Town

Mumbai

- State/UT

Maharashtra

- Pin Code

400 071

2.Institutional status

- Type of Institution

Co-education

- Location

Urban

- Financial Status

Grants-in aid

- Name of the Affiliating University   **University of Mumbai**

- Name of the IQAC Coordinator   **Dr. (Mrs.) Anaya Aditya Markandeya**

- Phone No.   **02225224856**

- Alternate phone No.   **8850278288**

- Mobile   **9619311228**

- IQAC e-mail address   **mndciqac@mes.ac.in**

- Alternate e-mail address   **anayam@mes.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://mahatmandc.ac.in/wp-content/uploads/2022/02/AQAR-2020-21.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://mahatmandc.ac.in/wp-content/uploads/2022/02/Academic-Calendar-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	NA	2004-05	03/05/2004	02/05/2009
Cycle 2	B	2.82	2010-11	27/03/2011	26/03/2016
Cycle 3	B++	2.89	2017-18	30/10/2017	29/10/2022

6.Date of Establishment of IQAC   **09/12/2005**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

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

Introduction of Certificate / Bridge/ Value Added Course: The college conducted a 30 hours Certificate Course on Civil Defense and Yoga during 21st February, 2022 to 10th March, 2022

A One Day National Level Multidisciplinary E-Conference On "Resilient India: The New Way Forward" organized on Thursday, 16th December,2021

Faculty Exchange Programme 2021-22: The Faculty Exchange Programme was conducted with M. V. Mandali's College of Commerce & Science, Andheri, Mumbai from 6-4-22 to 11-4-22 through online mode for core subjects of T.Y.B.Com. Semester VI

ICSSR (WRC)Funded Virtual Ten Days Research Methodology Workshop organized during 16th April, 2022 to 27th April, 2022 through online mode

Training Programme for teaching and non-teaching staff members on ITR filing conducted on Tuesday, 31st August, 2021 for teaching and non-teaching staff members of all institutions of Mahatma Education Society's Chembur campus

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

Plan of Action	Achievements/Outcomes
To organize National Level Multidisciplinary Conference	A one day multidisciplinary e-conference on "Resilient India: The New Way Forward" was organised by the IQAC in collaboration with department of Commerce on Thursday, 16th December, 2022 between 9.00 a.m. to 4.00 p.m. The conference was conducted on ZOOM platform. Total 66 teachers, research scholars and students were participated in the conference. The selected 41 research papers were published in ROYAL, An International Multidisciplinary Half-Yearly Peer Reviewed Referred UGC Listed Journal with ISSN No 2278-8158 and Impact Factor 5.756.
To organize Faculty Development Programme in Research Methodology in Social Sciences	An ICSSR (WRC) sponsored ten days Research Methodology workshop in Social Science was conducted during 16th April, 2022 to 27th April, 2022 through online mode on ZOOM platform. Total 55 participants were participated in the workshop. The primary aim of organizing such a workshop was to equip teachers and research scholars belonging to Social Sciences and Commerce.
To conduct a Faculty Exchange Programme	The Faculty Exchange Programme was conducted with M. V. Mandali's College of Commerce & Science, Andheri, Mumbai from 6-4-22 to 11-4-22 through online mode. The programme was conducted for T.Y.B.Com. Semester VI students for core subjects

To organize a Training Programme for teaching & non-teaching staff members	An online workshop on Filling of Income Tax Return was organised by the IQAC of the college in collaboration with Mahatma Education Society's Pillai College of Education and Research, Chembur on Tuesday, 31st August, 2021 between 11.00 am to 1.00 pm. The beneficiaries for the workshop were teaching and non-teaching staff members of all institutions of Mahatma Education Society's Chembur campus
To forward the eligible cases to the University of Mumbai for promotion under CAS	The following three eligible cases had undergone the CAS procedure for promotion of Stage II to Stage III: Dr. Eknath Zhrekar, Dr. (Mrs.) Anaya A. Markandeya, Asst. Prof. Tushar Pawar
To reapply for the PG Course (M.Com. in Accountancy) to the University of Mumbai	As per the NAAC Peer Team (3rd cycle) recommendation, the college had reapplied for the PG course, M.Com. (Accountancy) to the University of Mumbai
To encourage staff members to publish the research papers	All five teaching staff members published their research papers in various research journals
To introduce Certificate/ Bridge/ Value Added course	The college conducted a 30 hours Certificate Course on Civil Defense and Yoga during 21st February, 2022 to 10th March, 2022.Total 30 students participated in the course.
To continue with the Mentor-Mentee System in the college	The groups for Mentor-Mentee System were formed as FYBCOM (A)- Asst. Prof. Tushar A Pawar, FYBCOM (B)- Asst. Prof. Harsh D. Shukla, SYBCOM (A)- Assoc. Prof. Dr. Lata Krishnan, SYBCOM (B)- Asst. Prof. Dr. Anaya A.

	Markandeya ,TYBCOM- Asst. Prof. Dr. Eknath K. Zhrekar
To continue with the Feedback System	The online feedback form was prepared for Student Satisfaction Survey and alumni for the academic year 2021-22. It was circulated on official WhatsApp group. The hardcopies of peer to peer forms were circulated among the teachers. Total 198 forms from students, 97 forms from alumni and peer to peer feedback were collected, analyzed and uploaded on the official website of the college.

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	26/04/2022

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**Mahatma Night Degree College of Arts and Commerce**
• Name of the Head of the institution	**Dr. Eknath Kundlik Zhrekar**
• Designation	**I/c Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**022-25228414**
• Mobile No:	**91-9224151450**
• Registered e-mail	**principalmahatmandc@mes.ac.in**
• Alternate e-mail	**eknathzhrekar@mes.ac.in**
• Address	**Sion Trombay Road, Opposite Fire Brigade, Chembur Naka**
• City/Town	**Mumbai**
• State/UT	**Maharashtra**
• Pin Code	**400 071**
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• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**University of Mumbai**
• Name of the IQAC Coordinator	**Dr. (Mrs.) Anaya Aditya Markandeya**

• Phone No.	**02225224856**
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• Mobile	**9619311228**
• IQAC e-mail address	**mndciqac@mes.ac.in**
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02-02-2023 02:42:03

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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**26/04/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	**13/12/2022**

15.Multidisciplinary / interdisciplinary

The Mahatma Night Degree College is permanently affiliated to University of Mumbai. It is a single stream college i.e. Commerce. Thus, the students are not in a position to avail the facility of multidisciplinary subjects policy. However, as per National Education Policy 2020 and Higher Education Govt. of Maharashtra guidelines there will be a provision of CLUSTER COLLEGES which will enable the students to avail the bnenefit of Multidisciplinary approach across the faculties at cluster level. Under the CLUSTER system the college students can enrol

themselves for different subjects of their choice in the cluster colleges . The NEP 2020 aims at multidisciplinarity and a holistic education across the sciences, social sciences, arts, humanities, and sports for a multidisciplinary world in order to ensure the unity and integrity of all knowledge. This aim can be achieved through the CLUSTER SYSTEM in the higher education.

16.Academic bank of credits (ABC):

The college has the facility of DigiLocker under University of Mumbai. The registration of ABC by the students is under process.

Thecollege aims to remove the issues/obstacles faced in verification of academic awards, it will enable us to help create, store academic certificates in a digital format and make them available to students and verifiers in a secured manner. It will ensure easy access to and retrieval of an academic award, will aid its validation, guarantee its authenticity and safe storage.

17.Skill development:

The college ensures that the students will acquire thenecessary skills to make them employable and industry ready. Hence the Certificate courses like Tally ERP 9, Advanced Excel, Certified Tax Accountant Plus and Certified GST Expert are introduced by the college. The MoU has been signed with The Satyam Institute of Tax Accountant. The students are tought skill of industry oriented Accounting with live projects. They become well acquited with the practical knowledge of GST Accounting and handling of Government GST portal independently.

Furher, the life skills are taken care of with the introduction of Certificate Course on Civil Defense and Yoga. The course is of 30 hrs. where they are tought life saving skills. Moreover, the Yoga teach them the skill of mental and physical balancing.

The college has signed the MoU with CMCA. CMCA   is a 22-year-old non-profit organization that is a pioneer in Citizenship Education in India. Their mission is to transform young Indians into concerned, thinking and active citizens for an inclusive and sustainable India.NEP 2020 lays emphasis on development of " higher-order" capacities along with cognitive abilities. It gives importance to skills like scientific temper, critical th inking, citizenship skills and values that should be learned by all students.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Being a night college most of the students come from vernacular medium schools. Thus the college encourages its faculty to provide Personalised Coaching to students in the language in which the student is comfortable with. The concepts, fundamentals are tought using English, Hindi and Marathi (the regional language) languages. The college is permanently affiliated to the University of Mumbai. The University syllabus is followed where the subjects like Foundation Course explore the students with Indian Constitution, culture, values and ethos. The library committee also arranges exhibition of books on different topics.

The college arranges various activities under NSS, NCC and cultural committee where the students get familiar with different culture of the Indian society. It also make the students aware about their social responsibility and nationa integration as well.

Further the sessions on Yoga and Mental Wellness are conducted for students.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

The college is permanently affiliated to the University of Mumbai. Thus the college follows the syllabus prescribed by the University. The University of Mumbai different Board of Studies (BOS) for different courses like Accountancy, Commerce, Foundation Course, Economics etc. The various BOS frame the course objectives, course contents and course outcome. The course contents are designed in such way that the students get thorugh (theory and practical) knowledge of a specific course. After completion of the program the student get industry ready.

The college committees like cultural, sports etc. conduct various activities which contribute to the overall development of the student.

20. Distance education/online education:

During COVID 19 pandemic the Management subscribed for G Suit and ZOOM applications for smooth conduct of curricular and co-curricular activities. The teachers were given proper training on 'How TO Use G Suit' by the college. Further thestudnets were also

trained by the teachers to attend the classes and to handle the system uninterruptedly. The lectures were conducted online using Google Meet. The projects for the subject Foundation Course were taken online. The teachers have continued using of Google Classrooms to post study materials. Various co-curricular activities like Cultural, NSS etc. were conducted obnline. The webinars, FDPs, workshops are conducted on ZOOM platform widen the scope of the audience for the same.

The college intend to conducte the Certificate Courses through Hybrid mode.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**01**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**410**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**94**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**114**

File Description	Documents
Data Template	View File

3.Academic

3.1	**06**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**10**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**08**
Total number of Classrooms and Seminar halls	

4.2	**23.36**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**28**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to the University of Mumbai. The syllabus framed by the University of Mumbai for the B.Com. course is followed by the college. The faculty members participate in meetings held by the University for syllabus framing, syllabus revision etc. The 'College Academic Calendar' is prepared as per

University guidelines. All curricular and co-curricular activities are planned in the academic calendar. The subject workload allocation, committees for various curricular and co-curricular activities are formed at the beginning of the academic year. Accordingly, teachers submit the teaching plan for all subjects for all classes. Periodical review is taken to monitor all the activities, syllabus completion as per teaching plan in particular. Further, the feedback of students on syllabus completion is taken at least one month before the examination. Extra lectures are allotted to teachers as per requirements of students and teachers. Revision lectures are conducted if demanded and required by students. The Intensive Supervised Study Camp (ISSC) for T.Y.B.Com. students are conducted before Preliminary Examinations. In ISSC the entire syllabus is revised. Teachers try to solve all doubts of students. Personal attention is given to each student in ISSC. After ISSC, the Preliminary Examination is conducted so that students get familiar with the University paper pattern. It also helps students for self-assessment.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://mahatmandc.ac.in/academics/course/academic-calendar/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

At the beginning of the academic year all departments and committees are required to submit the activities plans to the IQAC. The department, committee meetings are conducted to frame the plans. As per University guidelines and plans of departments and committees, the Academic Calendar is prepared by the IQAC. The respective committee or department undertakes the proposed activities. At the end of month, the informal meetings are conducted to review the plans with the actual implementation. In case of any deviation, the reasons for the same are discussed. The pending activities are conducted in the next month after considering the respective months' plans.

All teachers are required to submit their subject teaching plans at the beginning of each semester to the IQAC. As per the college practice, the syllabus completion report is collected from teachers and students one month before the examination. Further,

the flexible time table is prepared in case of need of extra lectures or revision lectures.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://mahatmandc.ac.in/academics/course/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

`04`

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

`42`

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

`12`

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Mahatma Night Degree College of Arts and Commerce is permanently affiliated to the University of Mumbai. The college adheres to subjects, syllabus and paper pattern prescribed by the University. The subject of Environmental Studies at F.Y.B.Com. level includes the various concepts and issues related to Environment and Sustainability. The subject of Foundation Course at F.Y.B.Com. and S.Y.B.Com. level make students aware about gender sensitization, human values which help the students to become sensitive and responsible citizens. The Commerce subjects i.e Advertising , Management : Functions & Challenges (Commerce IV) guide students

about managerial and professional principles and ethics to become a good entrepreneur, manager or employee of the organisation. The subject Auditing at S.Y.B.Com. level talks about the professional ethics and principles in the field of Auditing.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

06

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

280

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mahatmandc.ac.in/iqac/feedback/alumni/ https://mahatmandc.ac.in/iqac/feedback/sss-students-satisfaction-survey/ https://mahatmandc.ac.in/iqac/feedback/peer-to-peer/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

600

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

94

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college believes in 'the power of second chance.' The studentsare given admissions irrespective of the percentages; on the basis of 'first come first serve'. Thus, the college has working students and students with a low percentage .

Further, Mahatma Night Degree College of Arts and Commerce allows the students from other streams also like Arts, Science, MCVC etc.It is observed thatsuch students may not have knowledge aboutCommerce and Accountancy. These students are asked to come before the class in the beginning of semester-I and teach them basics and terminologies in accounts and finance. The college organizes special remedial classes for the students both for advance learner & slow learners. Special soft skill sessions are organized for slow learners to make them industry ready. The students interact with alumni/ alumnae for getting information about industry and their backgrounds. College provides internetfacility to complete their project works and assignments.

File Description	Documents
Link for additional Information	https://mahatmandc.ac.in/students/students-welfare-measure/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
410	06

File Description	Documents
Any additional information	View File

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

Being a night college most of our students are working. On requisition, genuine students are allowed to attend college from 2nd lecture. Many students belong to vernacular medium schools. Thus, teachers also use Hindi and local language Marathi for explanation of concepts or theories. Teachers take care that the lectures would be more interactive than just a delivery of a topic. Teachers spare 5 to 10 mins.at the end of lecture to solve students' doubts and problems. The students who hesitate to ask questions in the class are asked to come to staff room during 4.00 p.m. to 6.00 p.m. i.e. before regular lecture timing to meet the teachers.

Group discussions, debates etc. are organized during regular lectures by the teachers to make students more of active and participative students than just a passive listener.

In the subjects like Mathematics, Accountancy and Taxation various types of practical questions are solved by teachers in the lecture and practice questions are given to them for self-study.

At T.Y.B.Com. level questions from University examinations are solved during the lecture. Students are asked to bring a University Question Paper set where similar types of questions can be solved for practice purposes.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[−](#)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

During the Academic Year 2021-22 due to pandemic the lectures were conducted through online mode in the first half of the academic year and in the month of January 2022. For the effective conduct of curricular and co-curricular activities, the training sessions were organized on the Use of Google Applications to teachers and students. The regular lectures for FYBCom, SYBCom and TYBCom were conducted on Google Meet for the said period.The assignments, study material, practice questions were posted on Google Classroom.

Some of the the curricular and co-curricular activities were conducted through Zoom application too. to name few;

1. Orientation programme for online examinations

2. Career Guidance session

3. NSS activities

4. Cultural programmes (Prarambha-An Intercollegiate Event)

5. Workshops

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[https://mahatmandc.ac.in/activities/annual-events/prarambh/ https://mahatmandc.ac.in/research/seminars-and-conferences/](https://mahatmandc.ac.in/activities/annual-events/prarambh/)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

06

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

06

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

03

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

121

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being a permanently affiliated college of the University of Mumbai, the examinations and evaluation process have to be conducted as per the University of Mumbai norms. There are only two subjects namely Foundation Course and Computer in which there is internal assessment. Foundation Course subject is there in F.Y.B.Com and S.Y.B.Com while Computer is there in T.Y.B.Com. Subject teachers announce the projects in advance in the classroom. A specific date is given to submit the project and signature is taken after project submission. Computer practical are scheduled at a specific dates given to the students for T.Y.B.Com Class. Standard internal assessment process is followed for internal assessment in the college. If any students fails to submit the project on time, subject teacher gives him/her second chance to submit the project. Due to covid-19 in the first half of academic year 2021-22, students were asked to submit the project in the google classroom. Thus evaluation and assessment of the project is done in a digital mode for both the subjects. Teachers also ask project related question to the students to examine the

students. In the Second half of academic year 2021-22, offline classes were started and hence project work was collected in the off line mode. Computer Practical were conducted in the offline mode in the college.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mahatma Night Degree College of Arts and Commerce follows the norms prescribed by the University of Mumbai for internal assessment related grievance. Teachers are keeping the record of all internal assessment and after viva allot marks to the students. If students have any issue with respect to internal examination or marks allotted to them, he/she can apply as per procedure. Examination In charge concern check the complaint and communicate to the subject teacher. The subject teacher cross check the data of the students related to his submission and marks assigned to the student. If there is any deviation, subject teacher inform it to the examination In Charge. Thus, Examination Committee makes every possible effort to address the grievance of the student. An attempt is made to provide speedy grievance redressal to internal examination issue as it affect the result of the students. Thus, we have transparent, procedure base, time bound and efficient mechanism to address internal examination grievances.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The teachers and students make aware of the programme and course outcome of the programmes offered by the college through prospectus and college website. Teachers also discuss the course in general and subject in particular objectives and outcomes

during their lectures also.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://mahatmandc.ac.in/course/program-outcome-program-specific-outcome-and-course-outcome/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college is affiliated to the University of Mumbai. Therefore, the college evaluates the programme outcomes and course outcomes according to the University of Mumbai guidelines.

During the regular lectures respective subject teachers follow the methodology considering the prescribed programme objectives to attain the expected programme and course outcomes. The methodology includes, traditional lecture method, group discussions, tutorials, industrial visits etc.

The semester pattern is followed for B.Com. programme as per the directives of the University of Mumbai. For the subject Foundation Course at Semester I,II, III and IV, the evaluation system is divided under internal (25 marks) and external (75 marks) examinations. The students are required to submit the projects on various topics for internal assessment. The viva voce is conducted by the subject teacher to examine the students' knowledge on the topic. For the subject Computer Systems & Applications (an elective subject at TYBCom level) Semester V & VI, practical exams with viva voce are conducted for the internal assessment carrying 25 marks.

Other subjects at FYBCom, SYBCom and TYBCom level are evaluated for 100 marks in semester examinations.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://mahatmandc.ac.in/course/program-outc ome-program-specific-outcome-and-courseoutcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

114

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://mahatmandc.ac.in/wp-content/uploads/2022/07/SSS-Analysis-2021-22.pdf

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 year (INR in Lakhs)

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

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[NIL](#)

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

02

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

11

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The NSS volunteers participated in an array of projects all through the year starting with marking of the International Day of Yoga, Tree Plantation Project, A webinar by Dr. Hemil Jesani Consultant Pulmonologist and Sleep Medicine Specialist to spread awareness regarding the Covid 19 vaccine and bust the myths regarding the vaccine, Eco-friendly raakhee project. Catch the Rain - Need for Water Conservation and Rain Water Harvesting webinar, Eco-Friendly Ganpati webinar. Marking World Aids Day and the AIDS awareness fortnight. Organized rangoli and poster making competition, Poster exhibition, Aids Awareness inter-class quiz competition and organized a talk on Aids awareness during this period. A Nirbhaya Rally was organized on Womens' Day and a Counseling Desk for Women was set up in the college in

collaboration with Stree Mukti Sanghatana. A trained counselor visits the college every Tuesday. On 15th of February, 2022 a Blood Donation Camp was organized in collaboration with the J.J. Hospital Blood Bank. 81 units of blood were collected. A 10 Day Certificate Course in Civil Defense and Yoga was organized starting 25th February, 2022. 25 students enrolled for the Certificate Course in Civil Defense and Yoga. Students participated in area level and University level NSS projects.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/activities/nss-activities/nss-activities-2021-22/
Upload any additional information	**No File Uploaded**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

15

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1174

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

`06`

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has nine classrooms with a well equipped LCD projector and Audio visual facility. All the classrooms are spacious and well ventilated.The classrooms are connected with a CAS Central Address System to enable common announcements. Proper lightning with fluorescent tube lights, ceiling fans and good teak wood desk and benches make a comfortable seating and good teaching learning environment in the class The audio visual classrooms allow for making powerpoint presentations,showing videos,,documentaries and films to enhance the learning experience of the studentsThe college has an adequate number of well-maintained computers, servers, routers, switches, printers etc., with all necessary System and Application software for the requirements of various sections connected on LAN. In order to develop excellence in academics a well maintained and regularly updated library is essential. The college library is automated by ILMS Oxygen software. We have well trained library staff to handle all library operations.We have encyclopedias, reference books, autobiographies, dictionaries, newspapers in different languages, journals etc for students to enhance their knowledge. Our library has Inflibnet NList Subscription for E-Books and E-Journals. We also provide a Book bank system for poor and needy students To enhance the skills of students we conduct add-on courses like "Tally ERP 9" , "Advanced Excel" & "Certified Tax Expert". The staff rom has a wash area and drinking water facility with Purifier and Cooler.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mahatmandc.ac.in/about-us/infrastructure/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

the college conducts annual sports meet in RCF ground on rental basis. The rent is paid by Management. The college conducts indoor games in the Multipurpose hall of 1548 sq ft area completed in 2011 The college has a multipurpose open auditorium with phone and acoustics on the ground floor . Various games like chess,caroms, etc are played to refresh students' minds. Cultural activities are essential for the overall development of students.The college conducts an annual gathering in the Fine Arts hall where students showcase their talents in front of a huge audience. Various competitions like dance,singing,elocution are conducted in the multipurpose hall to boost students' confidence level.

The annual intercollegiatecultural meet of MNDC 'Prarambha' was conducted on 26th February,2022 on ZOOM platform following the COVID protocol of the government.

The college believes Yoga plays a key role in maintaining peace and balance in students' lives. The college has provided a sufficient number of yoga mats to encourage and motivate the participants.

In the academic yera 2021-22 a certificate course was conducted on Civil Defence and Yoga . The Yoga sessions were conducted in multipurpose hallby Dr. Chandrashekhar Karve from Tilak Nagar Residents Welfare Association, Mumbai.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mahatmandc.ac.in/wp-content/uploads/2022/06/Prarambh-2021-22.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

`00`

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

`09`

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://mahatmandc.ac.in/about-us/infrastructure/](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

`6.09`

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- **Name of ILMS software - Library Oxygen**

- **Nature of automation (fully or partially) - Partially**

- **Version - 2022**

- **Year of Automation - 2010**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://mahatmandc.ac.in/about-us/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.51,824

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

3.24

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has an adequate number of well-maintained computers, servers, routers, switches, etc., with all necessary System and Application software for the requirements of various sections connected to the LAN.Computer Laboratory. Proper schedule is prepared and displayed in the computer lab. Batch wise students are using the computer lab facility. Night college has an IT Coordinator for software support and Hardware support.Computer labs have separate teachers and students corner Printer and internet facility are provided in the lab Various computer courses are offered to the students with their convenient timings. The computer lab has Confidential arrangements for downloading the question papers of the university examinations sent online and later taking the required number of copies from the computer lab located on the First floor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mahatmandc.ac.in/about-us/infrastructure/

4.3.2 - Number of Computers

28

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

26.24

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The multipurpose hall is a centrally available facility, and is to be used by all the institutions. Library is a centrally available facility for all the institutions. Library is fully automated using ILMS-Library Oxyzen. Book bank facility is available for needy students. Computer lab is available to night college students after 6.00 p.m. and all Sundays. Computer lab isavailable to staff specially for On Screen Marking of University Assessment. Classroom The classrooms are available after 5.00 p.m., 4 classrooms have Audio Video facility. Maintenance of all IT enabled rooms is done by inhouse hardware IT support. Lift facility is available to all the staff members and divyang students.The support from other departments, like DTP and Reprographic are available for staff members and administrative

departments. In case of software support, the software vendor arranges professional help for maintenance and payment is made on a call basis. Book bank facility can be avail by students by Proper application along with income certificate. The college has an IT Coordinator for software support and hardware support. Lift Maintenance of the lift is given on AMC shared by the college and management. Administrative and other support facilities like reprographic and printing is available to college by way of inhouse facilities. Regular maintenance is done on a need basis. To conduct outdoor sports and annual sports meets, we hired R.C.F. sports ground on rental basis. The rent is borne by the management.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mahatmandc.ac.in/about-us/procedures-and-policies-for-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

01

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

`20`

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	https://mahatmandc.ac.in/academics/course/ certificate-course/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`196`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`196`

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

120

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

20

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

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 year

5.3.1.1 - 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 year.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college organized an array of co curricular and extracurricular activities in the year 2021-22. All the NSS and NCC programmes were conducted as per schedule.

On 26th November, 2021 the Constitution Day was marked by a talk given by Advocate Thate.

The IQAC of the College in collaboration with the Department of Commerce organized an National Level Conference on the theme Resilient India: The New Way Forward on 16-12-21.

A 10 Day Certificate Course in Civil Defense and Yoga was organized in the campus from 21st February, 2022 to 10th March, 2022.

The Commerce Department in association with the Department of Economics organized an Excursion to the RBI Monetary Museum on 6th March, 2022.

The Cultural Committee organized the annual inter-collegiate cultural programme "Prarambh 2021-22" on the online platform where 92 participants from different colleges in Mumbai participated in singing, dancing and poster-making events.

A ICSSR Funded Ten Days Virtual Research Methodology Workshop for Teachers and Research Scholars in Social Sciences was organized in the college from 16-4-22 to 25-4-22.

The MNDC PLACEMENT MELA 2022 was organized on 16-4-22.

A Faculty Exchange Programme with M. V. Mandali's College of Commerce & Science, Andheri, Mumbai was organized from 6-4-22 to 11-4-22.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/activities/nss-activities/nss-activities-2021-22/
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

01

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The college has a registered alumni association.Every year the students who pass out from the college are added to a Alumni Whats App group where the college continues to interact with them. Placement assistance, guidance and counseling, career counseling and announcement of events and meetings for alumni students are communicated through the WhatsApp group.

This year 2021-22 the alumni students participated in the MNDC PLACEMENT MELA 2022 . Alumni, Mr. Zulkar Nain participated in the MNDC PLACEMENT MELA organized on 16th March, 2022 and brought with

him Gigaforc, Trent, Aishwarya Financials, JOB ZONE, Conviction HR, Croma Electronics and WMI Mediator to participate in the MNDC PLACEMENT MELA 2022. His contribution to this event helped in achieving the objectives of the placement cell of the college.

The alumni actively participate in guiding and training the students for co-curricular and extracurricular activities. The NCC cadets are trained by alumni NCC cadets of the college. NSS volunteers of the college learn leadership and administrative skills from alumni NSS leaders of the college.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college has vision – "Education for all" andmission "percolation of education to the economically and academically underprivileged and to empower, enlighten and thus equip them to become responsible citizens." MNDCprovides higher education to the students who are unable to attend full time classes being either employed or coming from financially weaker sections of the society. Further, the institution believes in the Power of Second Chance. Thus, the college allows admission to the students with one, two or three years of gap in education.

Considering the vision and mission of the institution, the college admits the students on First Come First Basis irrespective of the percentage earned by the students.

Mahatma Night Degree College of Arts and Commerce has constituted a College Development Committee as per University of Mumbai guidelines. The Committee comprises representatives from the management, teaching staff, supporting staff, administrative staff, Heads of the Departments, Industry Representatives and IQAC Coordinator. During COVID-19, All stakeholders of the committee understood the financial issues of the students and put forward various efforts to ensure that there should not be any drop-out case because of financial matters. The IQAC ensures that all the committees in the college plan their activities for the overall development of the students. Thereby the activities in the college abide by the institutional motive and making students ready for the external competition.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/about-us/the-institute/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Management of the college follows the participative approach in day to day functioning of various institutions working under the aegis of Mahatma Education Society. The CEO and Chairman of Mahatma Education Society, Dr. K.M. Vasudevan Pillai sir envisaged to help economically backward students to bring into mainstream education. Therefore, during COVID-19 pandemic he helped the students to pay the fees through installment facility. During College Development Committee meetings, Management discusses various issues faced by the students and the faculties and leaves no stone unturned to solve their problems. They try to resolve all the issues in the minimum possible time.

College has signed Memorandum of Understanding with various oranisations/ institutions. Further, the college has started various certificate courses. The IQAC Cell of the college along with other committees conducted webinar, conferences and other activities in an online and offline mode in2021-22. Principal and IQAChave given complete freedom to the chairperson of various committees to conduct different programs which are beneficial to the students. Thus, there is a set hierarchy in the institute to perform various duties and further everyone is given freedom to

share their thoughts for the development of the college and students.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/about-us/leadership/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Mahatma Night Degree College of Arts and Commerce refers to the Academic Calendar to conduct various activities in the college annually as a strategic plan. The academic year 2021-22 was an unusual year as academic institutes were reopened in the second half of the academic year. Therefore Mahatma Night Degree College of Arts and Commerce adopted a flexible approach to conduct all its academic and extracurricular activities. The academic calendar was prepared accordingly and it's implemented in the year. Some programs were conducted in the online mode and some of the programs were conducted in the offline mode. For e.g. Prarambh Inter collegiate cultural event, National Conference, Research Methodology Workshop, BSE Programs etc were conducted in an online mode to ensure maximum participation while certain college level activities like placement mela and few NSS Programs were conducted in offline mode in the second half of the academic year 2021-22. Thus Mahatma Night College of Arts and Commerce, followed its academic calendar for all the programs in a very flexible manner.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mahatmandc.ac.in/wp-content/uploads/2022/02/Academic-Calendar-2021-22.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Mahatma Night Degree College is permanently affiliated to University of Mumbai and Grant in Aid from the Government of Maharashtra. The Director of Higher Education provides guidelines to the Joint Director Mumbai refor the functioning of aided colleges which are followed by the college with regards to appointment and service conditions of the employees. The recruitments and appointments are done as per the procedures laid down by the UGC and the State Government of Maharashtra.

The college has a College Development Committee (CDC) which has representatives from the management, teaching staff, supporting staff, administrative staff, Heads of the Departments, Industry Representatives and IQAC Coordinator. Feedback and suggestionsaretaken for all academic and non-academic decisions. Management and Principal take infrastructural development decisions in the college as per the recommendation of CDC. All academic and administrative decisions are made by the Principal with consultation of IQAC of the college.

Thus the decision making body of the college follows hierarchical and participative structure. College follows the leave rules of the University of Mumbai. In addition to this, the college encourages timely promotion of the faculty through CAS channel which is taken care of by the IQAC of the college. Service book of the teaching and non-teaching staff is regularly updated and checked by the Principal. Mahatma Night Degree College follows a prescribed code of conduct for the smooth functioning of the college. Further, College encourages its teaching and non-teaching staff to participate in various workshops, conferences and faculty development programs for professional development.

File Description	Documents
Paste link for additional information	_
Link to Organogram of the Institution webpage	https://mahatmandc.ac.in/about-us/organizational-chart/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance	B. Any 3 of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user interfaces	[View File](#)
Any additional information	[View File](#)
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Mahatma Education Society has Credit Co-operative Society facility for its teaching and non-teaching staff. Teaching and non-teaching staff of Mahatma Night Degree College can make regular monthly contribution in the credit society. Credit-society provides interest to the depositors. Likewise they can avail credit facility as when required by them from the credit society. Teaching and non-teaching staff can submit their medical bills to the Dept. of Higher Education through office administration. Teaching staff are given travel assistance for attending outstation conferences and workshops. For the non-teaching staff, Mahatma Education Society has a one child fee waiver policy. Thus, non-teaching staff can enroll their first child in any of the sister institutes of Mahatma Education Society free of cost. This unloads a major financial burden for non-teaching staff and enables their child to have a quality education. Similarly, teaching staff also get preference in the admission process of their child in the sister institutes of Mahatma Education Society.

File Description	Documents
Paste link for additional information	[–](#)
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

06

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Mahatma Night Degree College follows the Career Advancement Rules laid down by UGC and Government of Maharashtra. IQAC updates the teaching faculty with changing CAS norms. All teachers are required to submit their CAS file every year to the IQAC. The IQAC Coordinator verifies all the documents and CAS points for the teaching faculty. Once the IQAC coordinator is satisfied with the document and CAS points of the faculty then only staff is allowed to apply for the Career Advancement Scheme in an online mode to University of Mumbai. Thereafter, the IQAC coordinator arranges the CAS interview of the teacher. IQAC streamlined the CAS procedure and it helps the faculty in all possible manner to get promoted.

In the academic year 2021-22, the following three teachers got promoted fromAssistant Professor Stage II to Stage III (Academic level 12)

- **Dr. Eknath k. Zhrekar**

- **Dr. Anaya Markandeya**

- **Mr. Tushar Pawar**

IQAC conducts Career Advancement Workshops and asks participants to join various Career Advancement Workshops organized by other colleges for understanding the changing CAS requirement. College also conducts a program for non-teaching staff for upgradation. Non-teaching staff get time bound promotion every 12 years. Thus,

Mahatma Night Degree College ensures timely appraisal of its teaching and non-teaching staff

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/wp-content/uploads/2022/12/IQAC-Meeting-10-May-2022.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Mahatma Night Degree College of Arts and Commerce Conducts regular internal and external financial audits. The objective of the financial audit is to streamline the books of accounts of the college as it is an aided institute. Charted Accounted S.B.Bhavi conducts regular internal audits for the college including NSS annual audit and Alumni annual audit.

The college is affiliated to the University of Mumbai. The pay unit of the college is Joint Director, Mumbai region. Thus, as per State Government norms, the college undertakes the regular Joint Director's Financial Audit. The Additional audit process to comply with the rules and regulations of the government. This ensures a proper financial account of the college as per the accounting norms and guidelines.

File Description	Documents
Paste link for additional information	--
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.70

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Salary Component – Mahatma Night Degree College receives Grant in Aid from Government of Maharashtra for the salary of the teaching and non-teaching staff.

Non-Salary Grant – College receives non- salary grant for infrastructure development and other expenses from the Management of the college. Infrastructure related discussion and decisions are done in the College Development Committee. ·

Infrastructure – College shares its premises with other sister institutions in Chembur campus of Mahatma Education Society. The building is used by the school section in the morning and used by the college in the evening. We have a multipurpose hall for various college events. Likewise, the computer lab is used by the Degree section in the evening. Infrastructure is shared and maintained by all sections. Thus we ensure optimal utilization of available infrastructure.

Library - Allocation of the budget for the library is sanctioned by the College Development Committee. Teachers provide requisition for text books and reference books. Students can use the library facility from the morning hours.

File Description	Documents
Paste link for additional information	-
Upload any additional information	View File

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

Annual Meetings and Academic Calendar - IQAC of Mahatma Night Degree College conducts annual meetings to prepare the academic calendar. IQAC coordinators and other staff members plan various activities that need to be conducted in the college. Committee chairperson is given freedom to organize the event and collect the required feedback. Further IQAC evaluates the committee performance and based on the feedback report provides its valuable suggestion for further improvement. IQAC tries to adapt its program as per new NAAC guidelines and inform the committee to adhere to the same guidelines. In addition to this, IQAC promotes various collaborations with other institutes.

2. Annual Submission of CAS Files - IQAC reviews the Career Advancement Stage of its staff members and encourage them to join various faculty development programs, orientation programs, refresher courses, attend workshops and conferences. At the end of the year, IQAC asks the staff to submit the CAS file for the year and submit all the relevant documents. Likewise IQAC conducts programs for Non-Teaching staff to improve their quality and performance in administrative work. Thus IQAC works towards professional development of teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/wp-content/uploads/2022/12/IQAC-Meeting-10-May-2022.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. Academic Calendar - IQAC conducts meetings to prepare academic calendars. In that meeting, the IQAC coordinator, principal and other staff members discuss the teaching plan, examination calendar and number of activities to be conducted in the year. Likewise at the end of semester IQAC ensures that they collect syllabus completion reports from the teachers and students. IQAC of the college is committed towards quality improvement and therefore takes periodical review of the syllabus completion and feedback from the students.

2. **Adaptiveness** -In the academic year 2021-22, college has conducted lectures, seminars, conference and workshops in an online mode while in the second half lectures and various activities were conducted in the offline mode. Thus the collegecontinuously evolved its teaching learning methodology and adaptive approach has been adopted for the conduct of various extra-curricular activities.

3. **Emphasis on Skill Based Programs** – the college has signed various MOU with professional bodies to impart soft skills, technical knowledge and create awareness about social issues. The dynamic job market requires competitive youths so the college is providing a platform to the students to learn various skills in the college at a very nominal rate. Mahatma Night Degree College has introduced Tally ERP 9/Advance Excel course, TISS NUSSD Skill Development Program, Soft skill program and many other programs in the college. The objective of the program was to make our students competitive as per changing job requirements in the industry.

File Description	Documents
Paste link for additional information	https://mahatmandc.ac.in/iqac/iqac-meeting/
Upload any additional information	View File

| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | A. All of the above |

File Description	Documents
Paste web link of Annual reports of Institution	https://mahatmandc.ac.in/wp-content/uploads/2022/05/NIRF-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

College believes in promoting student diversity. The admission policy states that equal opportunity to begiven to all candidates as per the guidelines of University of Mumbai and State Government. Our college promotes gender diversity in the admission policy. We pay attention in admitting female candidates to help them to pursue higher education. In the subjectFoundation Course gender equality topics are taught inand sensitize students by conducting seminars and workshops on gender equality. Academic and co-curricular committees are formulated as per the norms stated by the University of Mumbai where reservation for female candidates is given as per the quota prescribed by the University of Mumbai and State Government.

Our college is in collaboration with Soroptimist International of Bombay Chembur and Stree Mukti Sanghatana (SMS), Chembur oraganizesprojects that help less privileged women and girlsin the community.

NSS unit of the college in association with SMS had conducted pre-marital workshop to aware students about gender equality and selection of partner.

NSS unit of the college in association with SMS and Chembur Police station conducted a Nirbhaya rally. To stop violence against women Counselling Desk is active for women to resolve the problems faced by the female staff and students. In order to maintain gender parity ,in the women development cellincludesmale representatives.

File Description	Documents
Annual gender sensitization action plan	[–](#)
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mahatmandc.ac.in/activities/counselling-guidance-cell/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Department of Environmental Studies and NSS have started collection of dry and wet garbage in different dustbins. We also have a compost bin on the college campus. Biodegradable waste will be collected and deposited in the compost pit and it will be processed for composting as per the procedure. The compost which is generated by the composting method will be used for the plants in the campus. Non-degradable waste will be given to the municipal corporation for further process. Other stationary waste of the college will be sent for recycling.

The Department of Environmental Studies signed an MOU with Stree Mukti Sanghatana for conducting a waste management project. As a part of this project students of our college collect plastic bottles and plastic materials which are then collectively sent to the Stree Mukti Sanghatana waste management office for further processing.Any other relevant information

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1wKTUoHarj 5p_7mOgecD2wc62JE2R4bMpm/view?usp=sharing
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

`C. Any 2 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

`B. Any 3 of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

`A. Any 4 or all of the above`

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The collegemaintainsan inclusive environment i.e. tolerance and

harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

Duringclassroom discussions it is ensured that the expected level of respectability to all and encourage all the students to participate. Most of the students are coming from slum areas of Chembur and the vicinity with different caste, creed and social identities. The induction programme for the new students isconducted to make them understand the culture of the college and practice.

Our teachers consider that classroom homogeneity and participation of all students. Every teacher talksabout the values of an inclusive environment, the role of cross-cultural communication during their class. We maintain integrity in our college with respect to caste, region, religion and languages which help us to maintain harmony and peace in the college.

Recruitment of all the faculty members and non-teaching represents a good mix of varied communities thereby representing diversity with harmony. We have a national integration mind set thereby respecting and accepting all sections of the society.

To maintain social integration, the NSS unit of our college conducts blood donation camps which may help to educate students though we are different by religion, gender, caste, economic strata but we have the same colour of blood flowing in our body. Which makes them understand whenever there is an emergency of blood there is no religion or caste in emergency only goal is to save life.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Th College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens like,Formation of Internal Complaints Committee for POSH Act, Anti Ragging Committee, PM Relief Fund/CM

Relief Fund, contribution of 1 day salary to dependents of deceased people of the society affected by natural calamities and pandemic, Swachh Bharat Abhiyan, Yoga and games, compulsory exposure for students to work with various empaneled NGOs through NSS, tree plantation, blood donations drive. Also, as mandated by various statutes and laws, there are various other committees like Library Committee, Placement Committee, Discrimination against SC/ST Committee (Special Cell), Grievance Redressal Committee etc. for looking into the issues of students and employees promptly. The supporting emails, office orders and photos are placed. Further, being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India.

We also conduct some workshops like safety and civil defense, Session on Career Opportunities in Professional Courses (CA/CMA/CS) and Bombay Stock Exchange Programme which are about Corporate Governance & Social Ethics and we make them participate in various social awareness programmes organized by various agencies and NGO's. In order to inculcate research ethics and values among students and staff college has conducted A National level multidisciplinary E-conferences on "Resilient India: The New Way Forward'' and ICSSR funded ten days virtual research methodology workshop.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized | C. Any 2 of the above |

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college regularly celebrates national and international commemorative days, events, festivals like Republic Day, Independence Day, NSS foundation day, NCC Day, International Yoga Day, Swachh Bharat Abhiyan Day, International Literacy Day, Women's Day.

In addition, various other activities like blood donation camps and thalassemia check up camps are conducted for the welfare of students, faculties and employees. A formal publicity and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and manage the activities in a smooth way. The respective budget is appropriated for each activity and the bills/vouchers are accounted and audited properly. Students take an active part in organizing the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted with full honor and the national anthem is sung by all the attendees. In addition, students celebrate Farewell parties under the guidance and supervision of faculty and staff. Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode. Mahatma Night Degree College of Arts and Commerce takes pride in organizing all the important national events irrespective of any bias towards caste, creed or religion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Intensive Supervised Study Camp 1. Objectives and Goals

• To make them understand the question answers of all the unit thoroughly

• To make write answers as per university expectation or university requirement

• To get them minimum passing marks in the university exam

About Activity: - In the ISSC the students READ, WRITE and REVISE important units of the syllabus. The ISSC is organized for all the subjects offered by the students for the T.Y.B.Com course. Participation is compulsory for all. The camp is planned well in advance by organizing meetings of all the subject teachers to chalk out a POA and timetable. The units of the syllabus are divided into SMALL BITS (important questions) and the teacher sets SMALL TARGETS for the students to achieve. These SMALL TARGETS as explained are EASILY ACHIEVABLE and REALISTIC.

2: Community Service Day 1. Objectives and Goals

• To create awareness of social responsibility among the students

About Activity:The management encourages the faculty and students to go and teach in the nearby villages, plant trees and clean the environment. They initiated a pilot community service program in February 2011 at Dr. K. M. Vasudevan Pillai Campus in Panvel where residents from orphanages, old age homes, tribal children etc. were brought to the Campus and they participated in learning programs and were entertained by the students.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

VISION "Education for all'' MISSION "Percolation of education to the economically and academically underprivileged and to empower, enlighten and equip them to become responsible citizens."
OBJECTIVES

- To offer applied component group subjects relevant for immediate employment
- To organise placement guidance and assistance for better performance in the job interview programme
- To develop a sense of social commitment for students by conducting ongoing community development camps in rural areas
- To involve youth in community service in order to sensitize them towards the underprivileged and towards senior citizens
- To create respect for the environment and practice the 3R's concept (Reduce, Recycle and Reuse)
- A Special Cell was formed to address the problems of Backward class students.
- Implemented Mentor mentees system to resolve the academic as well as personal problems of students.
- Separate sexual harassment committee is formed to address issues related to it and special attention is given to not have such offence of sexual harassment in the college campus with the female staff and students
- google class are formed to give lecture presentations and notes to conduct online tests,assignments and projects and also students can submit their project work there.
- Class wise WhatsApp groups are formed to provide college related circulars, lecture details, time tables, admission related notices and exam related notices.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. The IQAC would like to apply for the Ph.D. Research Center forCommerceto the University of Mumbai.
2. Twoteaching staff members are eligible for the CAS promotion Stage 3to Stage 4 (Associate Professor). The committee for the same will be called and the required documents of the teachers will be forwarded to the University for further processing.
3. The IQAC intends to organise a 'An International Level Multidisciplinary Conference' in the academic year 2022-23.
4. The IQAC intends to organise one NAAC sponsored conference/seminar.
5. The IQAC of the college is planning to organise a 'Training Programme' for teaching and no-teaching staff
6. The IQAC is planning to introduce new Certificate Course/ Add-on Course/Bridge course
7. The IQAC will give emphisis on WDC and Library committee activities