YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	D.E.Society's Kirti M. Doongursee College of Arts, Science and Commerce
• Name of the Head of the institution	Dr. D V Pawar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02262764501
• Mobile no	9819212780
• Registered e-mail	principal@kirticollege.org
• Alternate e-mail	drdvpawar@rediffmail.com
• Address	Kashinath Dhuru Road Off Veer Savarkar Marg Dadar West
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400028
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**Mumbai University**	
• Name of the IQAC Coordinator	**Mathew Samuel**	
• Phone No.	**02262764535**	
• Alternate phone No.	**02262764501**	
• Mobile	**9820256125**	
• IQAC e-mail address	**iqackirticollege@gmail.com**	
• Alternate Email address	**mathsam62@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://kirticollege.edu.in/wp-content/uploads/2021/12/AQAR-Report-2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	yes

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**86.5%**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**A**	**3.32**	**2011**	**30/11/2011**	**29/11/2016**
Cycle 3	**A**	**3.39**	**2017**	**12/09/2017**	**11/09/2022**

6.Date of Establishment of IQAC	**15/11/2004**

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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	**7**
• 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	No File Uploaded
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)

1. A series of career counselling programmes by Counselling Cell.: A series of Workshops on Competitive Exams for UPSC , MPSC, Staff Selection Commission, Banking and Entrance exams and career options in Management and Law 2. A National level webinar on 'IPR – What researchers need to know'. 3. A butterfly garden was developed as a part of conservation efforts for campus development 4. The academic festival SRUJAN in which nearly 40 programmes were organized by 20 departments 5. Post graduate courses were introduced in MA in English, Political Science and Economics and an additional division for BMS was created with permissions from University of Mumbai

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
Introducing new PG courses in the institution for which permissions were sought form Mumbai University	**Permissions were granted and PG programmes in English, Economics and Political Science were begun**
Adding a new division for BMS	**University of Mumbai granted permission to add another division for BMS and it was**

	implemented.
To conduct a National Seminar on IPR	A national level Webinar on IPR titled 'What Researchers need to know' was organised on 03/04/21 in three sessions. 1. IPR for academic researchers. 2. Research and Patenting. 3. Trademark and Geographical indicators.
To organize the academic festival SRUJAN	The festival Srujan was organized for the third successive year but in an online mode. Nearly all the departments conducted atleast 30 programmes during the week form 15/02/2021 - 20/02/2021
Orientation programme for FY students	An online orientation for first year students of all faculties both aided and self-financed was organized on 22/10/20, 23/10/20, 24/10/20, 31/10/20 in which students were introduced to the college and its facilities, academics, examination process and activities.
To organize continuous internal evaluation	Students have been given internal tests during the course of the year. Slow and advance learners have been identified
Mentorship programme	Mentorship programme has been introduced for TY students across all faculties of aided and self financed classes
To arrange for counselling programmes for competitive examinations	A series of online programmes for competitive examinations were organised by the Counselling Cell for UPSC, MPSC, Banking, Staff Selection, Management and Law between 09/03/21 and 13/03/21
13.Whether the AQAR was placed before	Yes

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
CDC	29/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	24/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	848

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

2.Student

2.1 Number of students during the year	4215

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	2321

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

2.3	1273

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**67**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**110**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**42**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**3188655**
4.3 Total number of computers on campus for academic purposes	**192**

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

College follows curriculum prescribed by Mumbai University through its Boards of Studies. At the beginning of the year, time table committee provides time tables of theory and practicals for classes across all faculties. These time tables have been adapted for online

lectures and practicals during the year on account of pandemic. College uses Microsoft teams for all purposes of communication including teaching and learning. Heads of departments distributes workload, allocates subjects among staff and plans its departmental activities for the year. An effective and well planned curriculum delivery is attained through timely conduct of lectures, supernumerary lectures if required, provision of notes, e-resources, etc. An academic calendar prepared at the beginning of the year by IQACprovides a tentative schedule of examinations and co-curricular and extra-curricular activities like academic festival Srujan, departmental festivals and holidays. Lectures were augmented with special guest lectures, workshops and seminars online. Teachers attended online orientation and refresher courses and workshops of their subjects hosted by other colleges. In fact students also attended online excursions and field visits as executed byBotany and BMS departmnts, respectively. Films and documentaries are used to explain political developments. In additon, books and journals are recommended for further reference.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Institution prepares an academic calendar adhering to the calendar prescribed by Mumbai University. The tentative schedule of all examinations are entered into the calendar. As our college is affiliated to Mumbai University, we follow its examination and evaluation process. Students are notified about internal evaluation mechanism in the beginning of the year during orientation programs and details are given to them through ERP. Internal exams are conducted as per the academic calendar. The department of Computer Science and Information Technology conduct online internal examinations for all students. Departments of BMS and BAF conducted MCQ tests for internals. BMM Department conducts various presentations, assignments and internal tests of 25 marks for continuous evaluation. Biotechnology students have internal exams for first and second year students. First year students undertake projects for the Ability Enhancement paper as internal exams. Final year BA students have project assignments and presentations. All Rural Development department students appear for a viva voce test

based on syllabi. 5 marks are allotted to attendance and class room participation in the class for internal evaluation for Foundation Course. Mathematics students have internal tests of 25 marks each semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://kirticollege.edu.in/wp-content/uploads/2022/03/1.1.1-Academic-calendar-2020-21.pdf

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	**B. Any 3 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

29

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

02

File Description	Documents
Any additional information	**No File Uploaded**
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

43

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

It is noteworthy that University has incorporated aforesaid issues into its CBCS curriculum at various levels in various subjects. Courses in Arts and Commerce have integrated environmental studies in syllabi. The importance of man-environment relationship, their co-existence and its management are inculcated into minds of students.

- **Foundation course is one subject that cuts across various programmes including B.A., B.Sc., B.Com., BMS etc.focussingon human values, gender, environment and sustainability issues across all faculties.**
- **Ethics, included in BA-Philosophy in semesters 5 and 6 encourage students to reflect on real world ethical questions, issues they raise, and demonstrate an ability to recognize, articulate, and apply ethical principles in various academic, professional, social or personal contexts**
- **Zoology students are given an insight into innovative concepts of ecovillage and ecotourism while botany students gain skills and knowledge about agriculture, forestry, horticulture, plant breeding, etc.**
- **Commerce students are introduced to professional ethics in Business Communication. In Auditing, BAF students are taught how to audit independently while following professional ethics.**
- **IT-CS students study Ethical Hacking, 'Intellectual Property Rights' and 'Information Security and Cyber Laws'.**
- **Guidelines to attain high ethical standards of research are part of research methodology for PhD scholars.**

File Description	Documents
Any additional information	**No File Uploaded**
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

03

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

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

110

File Description	Documents
Any additional information	**No File Uploaded**
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	https://kirticollege.edu.in/wp-content/uploads/2022/05/1.4.2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	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://kirticollege.edu.in/wp-content/uploads/2022/05/1.4.2.pdf

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 students admitted during the year

4264

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

913

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

Learning levels of students are determined by their entry level marks. Orientation programmes are organized for first year students to familiarize them with examination and assessment patterns of the

programme. Students have both internal assessment and external assessment from theory and practical examinations, project assignments, IV reports, PPT presentations and viva voce. Guest lectures of subject experts, eminent speakers from academia and industry, etc. are conducted to facilitate academic interest among students. Through extra lectures, group discussions, project assignments, and personal interaction, faculty members encourage learning among the students. Our library is well equipped with a wide range of reference books. Moreover, students are provided with home assignments, question banks and reference material from recommended authors for review and practice. Online resources are also recommended for further study. Some teachers engage in revision lectures after completion of syllabus. The institution organizes competitive examination guidance lectures for students by eminent people in top government positions. Departmental festivals are held to foster academic creativity and promote innovative thinking. Students are encouraged to participate and present in research conventions like Avishkar organized by the Government of Maharashtra.

File Description	Documents
Paste link for additional information	**Nil**
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
4264	**67**

File Description	Documents
Any additional information	**No File Uploaded**

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

Experiential learning : Effective learning is ensured when a student learns theory by participating in activities inside and outside the campus. Our students take part in surveys, projects, research conventions like Avishkar, media festivals, online investment training, ICT workshops, preparing terrariums, etc. Industrial

visits and field trips (though held online by a couple of departments like BMS and Botany due to pandemic), increases knowledge and provides hands-on experience, yielding meaningful learning.

Participative learning : Several activities such as poster making, project assignment, group assignment, seminars, power point presentation, online quiz and practicals, RBDT workshops, workshops on research methodology were organized for students under the guidance and supervision of faculty so that students enhance their knowledge through collaborative participation and teamwork.

Guest lectures by eminent academicians and professionals from industry were organized for enhancing knowledge and insights of the subject.

Problem Solving Methodologies: Problem solving sessions using tools like Excel were used in Accountancy. Science students solve many problems based on previously learned theories. Case studies are another way of developing knowledge skills by ways of solving real problems. Students are motivated to explore and express themselves through case studies, group discussions, etc.

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

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

All laboratories are ICT enabled with desktops, laptops, printers, projectors, smart boards and Wi-Fi connectivity. Principal's cabin, college office, departments and two digitally equipped classrooms are ICT equipped.

But due to Covid-19 pandemic, teaching, learning and evaluation was facilitated through a dedicated online licensed programme 'Microsoft Teams' which can manage learning material, quizzes, assignments, lab submissions and evaluation. On behalf of IQAC, both non-teaching and teaching staff were extensively trained by experts to use Microsoft Teams effectively. Laptops, desktop computers, mobiles, digital pad with stylus, webcams and microphone were the tools used for teaching and learning. Pdf files were created by scanning handwritten or

typed notes and uploaded on Teams for student's reference. Power-point presentations, some enabled with animations and YouTube links, were used for delivering lectures by most of the teachers while others used the digital pad and stylus. Some used Microsoft Excel to solve problems. Images and videos from Google and other sources were effectively used to deliver lectures and practicals. Virtual labs were used to conduct labs through simulations. Meetings involving staff and students were conducted on Microsoft teams, Google meet and Zoom. Examinations and admissions were entirely conducted through the ERP system.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

67

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

67

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

27

File Description	Documents
Any additional information	**No File Uploaded**
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

1190

File Description	Documents
Any additional information	**No File Uploaded**
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.

Internal examinations are conducted by Examination Committee according to the norms laid down by Mumbai University. Students are

informed about internal evaluation pattern in orientation programmes as well during lectures in each class. In addition, teachers notify students the topics of test and date of submission in case of assignments on class WhatsApp groups and College Telegram channel. All circulars and notices related to examinations and submissions are displayed on the website. Internal exams are in the form of tests, projects, presentations and viva. They are conducted using Microsoft Teams, office 365 or Google docs applications. In addition to internals tests, BAF and BMS conduct power point presentations. BAMMC conducts presentations, assignments and internal tests of 20 marks. TYBA students deliver project presentations. RD students gave a viva voce test as internal assessment based on selected topics and on guest lectures organised. In Foundation Course, case-study assignments are given to students for 20 marks and they are encouraged to make presentations of their assignments in class to secure 5 marks allotted for attendance and classroom participation. First and Second year Mathematics students have an online internal exam of 25 marks each semester.

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

The college has its redressal of examination related grievances in place.Students can approach their teachers, Chairman of Examination Committee or even Principal to address their examination related grievances. Most of the grievances related to internal examinations are received before the declaration of results. In case of non-submission of assignments, a defaulters' list is published by each class teacher on WhatsApp groups. For non-submission on due date, course coordinator and/or concerned teacher verify the genuineness of the student. If students fail to submit assignment or have not appeared for the class test on medical grounds or representing college for sports and cultural events, NCC and NSS camps, then such students are permitted to do so on a given date. Since these exams were conducted online due to the pandemic, some of the grievances were related to poor or no internet connectivity. Retest was conducted for such students.

After declaration of results, errors in the grade card (marksheets) related to marks of internal examinations, attendance record, errors

in profile etc. are immediately addressed, corrected and quickly disposed for onward submission by Examination/ERP department. Front office staff of ERP department are instructed for the quick disposal of student grievances.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution offers six programmes in conventional B.Sc., nine programmes in B.A. and one programme in B.Com. at the undergraduate level under grant-in-aid system. In addition, there are 6 programmes at the undergraduate level under self-financing scheme. There are 2 PG programmes in Science under grant-in-aid and 2 PG programs in Science and 3 PG programmes in Arts under self-financing scheme. Though the syllabus of every course is designed by the University of Mumbai, programme outcomes and course outcomes are prepared by the HOD of the department along with his staff. IQAC instructs every department to make students aware of COs and POs and their attainment during the initial lecture sessions. Students are instructed to go through the COs and POs of respective courses and programmes that are displayed on the website. The website displays the programmes offered, programme objectives, programme specific objectives and the syllabus along with course objectives and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

All Departments are responsible for completion of syllabi well within time. Extra lectures are conducted if necessary, to finish portions or to help weaker students. Students are evaluated

internally through tests, assignments, or project presentations. Semester end examinations are conducted on every course online in the MCQ format for one hour per paper. Each paper consists of 50 questions based on all units. Course outcomes are attained by timely completion of syllabi and subsequent evaluation and result process. They are measured by conducting tests, project assignments, group assignments, seminars, power point presentations, practicals, etc.

Feedback related to curriculum and its learning outcomes was conducted online from students and other stakeholders that ascertains the relevance of a programme and its employability. The student satisfaction survey as required by NAAC also dwells on attainment of programme outcomes through pedagogical practices and institutional operations. Attainment of programme outcomes can bemeasured through student's progress to HEIs and placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

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

1219

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
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)

<u>kirticollege.edu.in/wp-content/uploads/2022/05/2.7.1.pdf</u>

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

11

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

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College has a Research Promotion Committee (RPC) which comprises of teachers from various Departments. The main objectiveof RPC is to encourage and provide a momentum toresearch activiites among staff and students in the college. The College has collaborative Research publications to its credit with Institute of Chemical Technology, Mumbai, other afiliated degree colleges and Mumbai University,etc. Through University-sponsored Research projects, faculty members from different Departments received funding for their research work. There is a Central Instrumentation Facility in the campus which is equipped with sophisticated instruments. Research facility and ICT centre are developed through DST-FIST funding to induce a research environent in the college. The research publications are shared through Research Gate or through HEI website. Students are encouraged to participate in college level research competitions through poster and project presentations. Students selected from this competition participate in Avishkar, a state level research competition. The College has provided separate seed money to the faculty for Research after scrutinizing the project submitted by the faculty members. Departments like BIotecthnology have organisded Research Based Pedagogical Techniques (RBPT) workshops to inculcate a research culture amongs its students.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise 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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

14

File Description	Documents
URL to the research page on HEI website	https://kirticollege.edu.in/#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

06

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

• **International Yoga Day – For awareness on the benefits of yoga in developing physical and mental strength and endurance.**

• **'Swachh Bharat Abhiyan' andto commemorate 'Earth Day' activities on environmental conservation and protection and abatement of pollution were organized including tree plantation, Swachhata Pakhwada, webinar on 'Say NO to Plastics', essay competition on environment, recycling of plastic waste, video making on environment, beach cleaning, poster making competition, plog running (which combines jogging with picking up litter) and slogan competition on environment, selfie with nature etc.**

• **Making awareness videos of covid-19, distribution of handmade masks to police along with awareness on mental health and blood donation camp.**

• **Programmes to address women's issues and gender sensitization, such as poster making on Women's Day, webinar on gender sensitization**

• **Poster making competition to commemorate International day against Drug Abuse and illicit trafficking.**

• **Charity and donation, activity 'Joy Of Giving'**

• **Lecture 'Refuse to be a victim, your power' to develop self confidence and self esteem**

- **International Youth Day – inter-collegiate poster-making competition.**

- **Celebration of Kargil Vijay Divas**

- **Road safety awareness programme**

- **Demonstration of applications of smartphone Android Apps such as Diksha training App**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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

05

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

3.4.3 - 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

3.4.3.1 - 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

38

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1177

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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.

College is located in the heart of south zone of Mumbai city with campus area of 9828.77 sq. mts. The college building comprises of 42 class rooms and 18 laboratories. There are two class rooms (0.8 and 3.11) that also function as seminar halls which are fully equipped with ICT facility. Time tables are prepared with optimal usage of class rooms and in accordance with the capacity and student strengths. All classrooms have good ventilation and good quality boards with dustless chalks. Science departments have well equipped laboratories with advanced equipments and instruments. There are six computer laboratories with recommended configuration and having good computing capabilities. The Physics lab has a good setup for conducting various experiments that are part of the syllabus. The college boasts of a modern CentralInstrumentation Facility which is equipped withcomputing equipments, viz.FT-IR, UV - Visible spectrophotometer with reflectance, TGA-DTG for thermal analysis, HP-TLC used in synthetic chemistry. Biotechnology lab is also well-equipped with Laminar Air Flow, Digital weighing machine, microwave, refrigerator, incubator and pH meter. ACD -Wind is a software based computing equipment used by Physics department to study velocity and direction of wind in research work.

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

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

College gymkhana was established in 1954. It provides facilities for indoor games like carom, chess and table tennis. It presently occupies an area of 144 sq.mts. The playground is refurbished every year for conducting Kirti Karandak, the annual sports event. However due to COVID pandemic, sports activities were not conducted this year. College provides all necessary facilities to the sportsmen including TA – DA, sports kits, sportswear, sports equipment. expert coaching for outdoor games like Kabaddi, Kho-kho, Cricket and Boxing. A local ground is hired for cricket. A municipal swimming pool is hired for water sports. Prize winners get certificates, medals, kitbags, track suits, trophies etc., Gymkhana is also used for conducting yoga activities. Gymnasium is used by students and residents from local area. Cultural department office has an area of 7.8 sq.mts. College has earned considerable reputation in cultural activities, specially in dramatics. Practice for cultural events is pursued at the available space aftercollege timing and on holidays. Alumni experts prepare students for cultural events. Expenses incurred for inter-collegiate cultural competitions are borne by college. Cultural department hosts an annual intercollegiate festival Antarang, which was held successfully in online mode this year due to pandemic situation.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
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)

1014078

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)

SLIM software is used by the library for the management of library processes. It is partially automated with a Version 3.3.0.30275. However the college has initiated the automation process through ERP system this year.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-	A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

321132

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

50

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

There are around 270 computers with Microsoft licenses of all operating systems and application software spread across different

departments, laboratories and administrative offices (of these 192 computers are available to students). All computer labs are under local area network with internet facility provided by TATA leased line of 100 Mbps. An alternate static line of MTNL has been installed asbackup of 2Mbps. Networking within campus helps hassle free transfer and sharing of data across different departments. Students can avail of e-mail services, net surfing, uploading and downloading of services necessary to avail benefits with various portals like government scholarships and ERP services. Also required tools are provided to students for their project work on their request. College uses Cyberoam firewall to prevent illegal access of internet. Laptops with good configuration are provided to all science departments. Requirement of up-gradation or replacement of computers is based on syllabus up-dation / revision or damaged products which is gathered from departments. ERP system is implemented in which admission, examination and finance modules are fully functional. Tally ERP 9 is used for accounting purposes. CCTV cameras with a data backup facility of 15 days have been installed all over the campus premises.

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

4.3.2 - Number of Computers

270

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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)

21,74,577

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.

Requirements for new purchases and maintenance are scrutinized and evaluated by the purchase committee of college and after approval by College Development Committee (CDC) are fulfilled through DES as the central authority.

Annual maintenance contracts (AMC) are provided for maintenance of water coolers and water filters, housekeeping, garbage disposal, pest control and maintenance of college campus.

Classrooms are kept clean and tidy on a daily basis. Working condition of electrical fittings and furniture are checked regularly and replaced if damaged.

IT resources are maintained by skilled personnel appointed by college and based on recommendations received, are upgraded periodically. For smooth conduct of administrative and examination related activities the college has been equipped with an ERP system.

Requirement of laboratory equipment is submitted to Purchase Committee. Laboratory staff maintain dead stock registers of equipments. Instruments are calibrated and serviced periodically by them.

Books suggested by HODs are forwarded by Librarian to Principal for

approval and purchase. Maintenance of library includes maintenance of books and book racks , pest control, stocktaking, binding old books, weeding out unwanted books.

Gymkhana Chairman looks after the maintenance and utilization of sports and cultural facilities. Gymnasium equipments are mainained on a regular basis.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

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

724

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

64

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	**Nil**
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

9518

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

9518

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	**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	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

40

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/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 does not have a formal student council . But student leadership is clearly visible in many of the activities performed in the college. NCC(Boys and Girls) have under officers under whose leadership independence days celebrations, NCC Day, NCC residential and non-residential camps, certificate exams and social activities like Swachata Abhiyan, beach cleaning, environmental protection and sustainability programmes, etc. are organised. NSS has its leadership team which organises all social activities conducted throughout the year including blood donation camps, gender equity and woman empowerment programmes, street plays, rallies, workshops, lectures, environmental awareness and protection programmes, Swachata Abhiyan, and many more. Cultural team of students arranges for all activities of the cultural variety throughout the year. After auditions, they arrange for workshops on acting, singing music, etc. This year all programmes went online. A series of four online workshops ABHIVYAKTI on Drama , music, oratory skills and choreography were conducted online for students. The Cultural festival and competition ANTRANG was conducted completely online. Around 20colleges participated in the event. This event was completely organized by students. In fact several departments like BAF and BMS conducted their festivals NIvesh and EKYAM respectively online.

File Description	Documents
Paste link for additional information	**Nil**
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

7

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
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

Legal formalities of registration and formation of Kirti College Alumni association is almost over.This year some departments organized Alumni meetings online. Several departments invited their alumni to deliver lectures and mentor the current batch of students. Geography department invited their illustrious alumni to advise their students on various career opportunities. CS and IT departments involved expert alumni in an unique mentorship program as guides to final year students in their projects and placements. CS, IT, Statistics and Botany departments invited their alumni to deliver guest lectures and seminars during the annual academic festival SRUJAN. They also counselled students for employment and placement. The pandemic crisis did not permit Botany department to organize field trips and excursions to acquaint students the flora and their characteristics. This was instead achieved by a virtual excursion conducted by Gauri Gurav, a Botany department alumnus. One undergraduate student completed one research paper and poster in Bioinformatics for research competition Avishkar under the able guidance of an alumnus Surendra Sawardekar. TYBCom alumnus Ms. Aakansha Kore who is handling HR activities in her Firm "Blue scope AV Technologies Pvt. Ltd" organized placement activities for our students for the post of Area Sales Officers.

File Description	Documents
Paste link for additional information	**Nil**
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

VISION: Realizing the vision of our founding fathers of educating masses with class education, perform as a change agent in an onward journey of students struggling to become better persons of tomorrow by taking small strides of five years, delivering quality education

MISSION: "Empowerment through Education" in terms of development of intellect, skills, ethics and culture of the society through conventional and non-conventional education

Vision and mission of the institution is governed by the principle of democratic leadership operating on the lines of mutual responsibility through College Development Committee(CDC), Life members and Principal who along with Heads of Departments, conveners and staff representatives of various committees and cells like IQAC, Admission, Examination, Library, Research Promotion etc. play an important role in determining institutional policies and their implementation. Principal and faculty together with IQAC, with feedback from stakeholders, plan and implement various curricular, co-curricular and extra-curricular activities, creating or reinforcing necessary infrastructure and facilities, undertaking research, training and development, centering around enrichment of knowledge, skills, experience, and values, thus grooming students from nascent potential to vibrant leaders. Amidst the pandemic, functioning of institute remained uninterrupted by introducing online teaching and learning using MasterSoft Education Management

System.

File Description	Documents
Paste link for additional information	https://kirticollege.edu.in/kirti-college/
Upload any additional information	View File

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

Functioning of a college office is a vivid example that reflects commitment of institution towards decentralization and participative management. College is provided with an administrative office equipped with advanced machines like computers, fax, printers, scanners besides qualified staff who diligently and efficiently accomplish their duties. An office mainly deals with matters related to accounts and finance, admissions, student's aid, free-ship, scholarships and provides clerical assistance for maintaining records for communication with university, government, teaching staff, learners, and management.

• Principal is the overall academic and administrative head of college. Under his guidance, Registrar and Office Superintendent deal with activities of college office in accordance with Maharashtra Public Universities Act.

• Registrar is responsible for the work and conduct of every non-teaching staff and coordinates the work between Principal, teaching and non-teaching staff.

• Office superintendent is responsible for the allotment of work to his subordinates like head clerk, senior clerk, stenographer, junior clerk, and support staff with Registrar's approval.

• Head clerk manages accounts and finance.

• Separate teams consisting of senior clerks, junior clerks and support staff are formed to manage accounts and finance, exam and admission, human resources, free-ships and scholarships.

File Description	Documents
Paste link for additional information	https://kirticollege.edu.in/wp-content/uploads/2022/03/6.1.2.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has been running PG programmes in Science in the subjects of Chemistry, Zoology and Computer Science and IT. There was a demand for beginning postgraduate courses for Arts in the institution. Besides students who pursued post graduate management courses wanted to do undergraduate programmes inmanagement. So the institution devised the plan of creating an additional division for such students in BMS. A demand was raised in the CDC and Advisory Committee for self finance courses and a resolution to this effect was passed for PG courses in CDC and for BMS respectively in the Advisory Committee on on 10/08/2019 .The process of affiliation with Mumbai University for PG programmes in English, Political Science, Economics was initiated in 2019-20. In addition, institution placed its requirement for an additional division for Bachelor of Management Studies with theUuniversity. With permissions in place, PG programmes were introduced in 2020-21. 12 students enrolled for MA Economics, 24 for MA Political Science, 4 for MA in English and 72 students gained admission for BMS. Faculty of college and several visiting faculty are engaged in teaching students of these courses.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](View_File)
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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.

· The hierarchy of institutional managerial system consists of Governing body of Deccan Education Society, Joint Board of Life Members, Mumbai Board of Life Members, CDC, and college Principal.

· College Principal liaises with Vice Principals, IQAC, heads of various departments, committees, library, auxiliary bodies, to accomplish efficient functioning of the institution.

· Each body has an independent administrative set up with an in-charge along with dedicated teaching staff and support staff.

· Coordinator of IQAC shoulders responsibility of smooth functioning of academics, various cells and committees.

· Examination and result committee plans and execute examination work with the active participation of teaching and support-staff and takes responsibility of timely declaration of results.·

· Librarian with help of assistant librarian, clerical staff, and support staff help stakeholders find reading material and research references.

· Coordinators of NSS, NCC and Gymkhana take responsibility to train and to showcase students' skills in various fields.

· The institute follows the Maharashtra Public Universities Act 2016 (amended in September 2018) for appointment and service rules for teaching and non-teaching staff laid down by Government of Maharashtra.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://kirticollege.edu.in/wp-content/uploads/2022/03/6.2.2-ORGANOGRAM.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	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

Institutionhasimplemented effective welfare measures for the well being of teaching andnon-teaching staff.

For Teaching Staff

- **Aided staff: – Medical Reimbursement is done as per government norms**

- **Self – financed staff: – Medical Insurance cards supported by DES**

- **Welfare Schemes given by Kirti M. Doongursee College Employees Credit Cooperative Society.**

For Non-Teaching Staff

- **Aided staff: – Medical Reimbursement is done as per government norms**

- **Self – financed staff: – Medical Insurance cards supported by DES**

- **Welfare Schemes given by Kirti M. Doongursee College Employees Credit Cooperative Society.**

The college has a credit co-operative society whose members are full time and permanent teaching and non teaching staff. It is a non-profit organisation that plays an important role in safeguarding the economic welfare of staff members. Staff members contribute every month towards the credit society according to their capacity . Credit Society gives financial support to staff members by providing loans at reasonable rates of interest. (Home loan, personal loan,

vehicle loan, medical assistance,etc.).Credit society also felicitates the children of support staff fortheir academic achievements.

File Description	Documents
Paste link for additional information	**Nil**
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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
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

02

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	**No File Uploaded**
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

14

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

A high performance institution achieves its vision and mission through the motivated and dedicated performance of all its employees. To this end, an effective performance appraisal system helps to craft highly inspired and dedicated staff. It evaluates the annual performance of employees in academics, research, co-curricular and extra- curricular activities.

Appraisal form is designed by university. It seeks information on

- self (Personal information)

- academic contribution

- administrative contribution,

- contribution through committees and cells

- membership of academic bodies

- participation in conferences, workshops

- publications in scopus indexed journals, book publication

- sponsored projects

- consultancy

- innovation and research

- awards, honors, fellowships

Faculty is given the formtowards the end of the academic year to assess their annual performance. Self assessment through this performance based appraisal system will enable them to evaluate their academic performance index. This will be beneficial for their career advancements in the form of promotions. After completion of filling the forms, they are submitted to the respective HODs via email which are later submitted to IQAC for further evaluation.

File Description	Documents
Paste link for additional information	Nil
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

· The central finance committee of Deccan Education Society(DES) has devised a mechanism of periodical assessment of Kirti M. Doongursee College under it to ensure financial compliance.

· Internal audit is carried out online on quarterly basis in a year, wherestaff from central finance committee of DES check and verifies financial transactions done during the financial year.

· Statutory auditor is appointed by the DES and at the end of the financial year said firm carries out the external audit and submits the Audit Report to Secretary, DES, Pune who conducts regular accounts audit and certifies its annual financial statements. All utilization certificates to various grant giving agencies are also countersigned by the CA. All financial statements upto 2020-21 have been certified by the CA.

· Accounting software is centrally linked to the central office through Tally software database, which ensures smooth financial and accounting activities.

Statutory auditor isthe Chartered Accountants firm M/s Gokhale, Tanksale and Ghatpande

· If any objections raised, action is taken as per suggestions of auditor throughcentral office of DES, Pune

· Last external audit was carried online in the month of April 2021

Major audit objections: NIL

File Description	Documents
Paste link for additional information	Nil
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)

5,92,506 /-

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

Funds are collected at the college level through different sources. These funds are deposited centrally with Deccan Education Society, Pune.

Strategy for mobilization of funds

· A budget is prepared by the institution for the next financial year based on the collection of fees from students.

· Requisites from all departments are asked in advance.

· These requisites are first sanctioned from the college development committee.

· After the sanction from College Development Committee, it is sent to the higher authority i.e., the governing body of Deccan Education Society.

Utilization of Funds

After the sanction from the governing body the funds are utilized in the financial year. If the ulilisation is for a higher value amount,like for eg. maintenance and repair works, etc.,then a requisition is sent to DES, Pune. When sanctioned, funds are released by DES to college for it's use.

In addition,fees collected are utilized under different heads as following.

· Departments

· Examinations

· Gymkhana

- Laboratories

- Libraries

- Extra-curricular activities

- Departmental Associations

- Developments (repairs and maintenance)

- Institution Minor research projects

File Description	Documents
Paste link for additional information	Nil
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

1. Implementation of ICT tools:

Institution had supplied some classrooms with smartboards and internet connectivity. Some teachers used power point presentations to deliver lectures and supplied notes in pdf format. With the advent of Covid, there has been a paradigm shift in pedagogy. Pedagogy today is ruled by technology. Institution has opted for use of Microsoft Teams as online platform for teaching, learning and communication including delivering and sharing content, online meetings, presentations and lectures, etc. IQAC had initiated a couple of training sessions for staff to use Teams. Students can access online digital repositories for lectures, course materials, e-resources, social media using mobile devices. ERP system has been installed which at present is used for admission, examination and results, messaging, feedback etc.

2. SRUJAN:

An 'academic festival' was initiated by IQAC with express purpose of exposing students to deeper insights of their subjects. It is held for a week in which all departments conduct one or more activities. Seminars, workshops, lectures, quizzes, exhibitions, power point presentations, film shows, interdisciplinary workshops, visits to

eminent institutions etc. are organised by departments for benefit of students. In 2020-21, webinars were organized by almost all departments related to curriculum and otherwise.

File Description	Documents
Paste link for additional information	Nil
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

Anacademic calendar is prepared in the beginning of the year which gives a tentative schedule of examinations throughout the year both external and internal besides other regular events that feature every year.

College conducts an orientation programme for first year students every year in which they are given a background of the college and its parent institution DES, committees and cells within the college, activities conducted in college and the examination system.

Learning outcomes: Lectures are enhanced by guest lectures, seminars, workshops, debates and discussions. Students are also advised to take part in research festivals like Avishkar. An academic festival Srujan is annually organized over a week to give students a deeper perception of their courses. Teaching and learning focuses on course content and delivery, timely syllabi completion, prompt examinations and results, and academic activities like workshops, seminars, excursions, industrial visits, etc. Online process of pedagogy has exposed students to wide variety of e-resources.

Examination System: College has a robust examination system which conducts both internal and semester end exams.

Results: Students' performance can be gauged by their semester results.

Feedback is collected from students based on curriculum besides a Student Satisfaction Survey as demanded by NAAC.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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 gender equity and equality and makes an effort towards gender sensitization by conducting regular gender equity promotion programs. A three-day webinar series was organized by ICC on 'The Digital Stree Shakti', "Cyber Sakhi, "Building Digital Guardians" for students, teachers, alumni, parents and administrative staff. Objective of programme was to foster digital empowerment, a safe cyber experience and ensure mental well-being in cyber space. An online 'Skill Based Programme' was organized by WDC to celebrate International Women's Day. Ms. Suman Shrivastava, entrepreneur and social worker, was Chief Guest and resource person. Department of Rural Development arranged guest lecture on "Women

Empowerment through Self-Help Groups". Two students of T.Y.B.Sc. Statistics, undertook a field-based research project on "Pandemic Brunt to Female Domestic Workers in Mumbai Suburban Region". Department of English has selected paper of "Gender Perspectives" for MA Semester 1. Ladies common room provides a safe place for girls for relaxation and recreation. Ladies washroom is equipped with a sanitary pad vending machine. Campus is under CCTV surveillance. ICC monitors problems of girl students. The college has a strong NCC girls unit with around 100 girls which trains girls to be independent and self-reliant through various camps and events.

File Description	Documents
Annual gender sensitization action plan	https://kirticollege.edu.in/wp-content/uploads/2022/05/7.1.1-a.pdf
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://kirticollege.edu.in/wp-content/uploads/2022/05/7.1.1.-b.pdf

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	No File Uploaded

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

Solid Waste: Each classroom and corridors of college are provided with dust bins to collect waste. Waste generated in College includes paper, plastics, glass, metals, foods, etc. For segregation of wet and dry waste, a pair of garbage bins are kept on the ground near the canteen. Cleanliness and sanitation of the college is outsourced to an agency. Housekeeping staff collect, clean, segregate and

compile the waste in dustbins (Green and Blue) at designated time intervals. They are emptied into movable cannisters and are collected regularly by BMC waste collector. Use of paper is limited by adopting institutional e-governance.

Liquid Waste: Liquid waste generated by college are sewage, laboratory, and canteen waste. Liquid waste from laboratories and toilets are directed to the septic sewage. This year due to the pandemic, usage of college resources was negligible. Laboratories were not functional and canteen was closed, urinals and toilets were minimally used . Rainwater is channelized from terraces to plant beds along the walls of the college.

E-Waste Management: Electronic waste and computer scrap items generated by electronic equipment are disposed off centrally .

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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**

C. Any 2 of the above

4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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	**No File Uploaded**

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 College always encourages students and staff to participate in programmes that promote cultural, regional, linguistic, communal and socio-economic harmony. For any intolerance shown, redressal cells like Student grievance Redressal Cell, Special Cell and ICC are constituted to address these issues.

. Department of Political Science had organized a Guest Lecture on 'Tribal Movement in Maharashtra-Issues and Challenges'. Mr. Milind Thatte, the speaker is an activist and founder of Vayam, an organization functional for cause of the tribals in Maharashtra. This lecture was attended by a large number of students and faculty from various colleges in Mumbai University.

• Professor Rohan Rajapkar organized a field visit at tribal hamlet near Borivali National Park with TYBA Geography department's students.

• Commemorative days like Independence day, Founders day, International Women's Day, international Yoga Day, Ambedkar Jayanti, Sadhbhavana din are celebrated in the college.

• NSS volunteers assisted the municipal corporation by doing thermal checks and distributing masks and food during theCovid-19 pandemic.

• During Covid, BMS department collected masks, sanitizers, etc.for distribution among the poor students

NSS and NCC organize blood donation camps in association with hospitals

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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

- **Service to society during COVID -19 pandemic by staff and students.**
- **International Day against drug abuse and illicit trafficking on 26/06/2020 .**
- **Poster competition conducted on 10/12/2020 on Human rights.**
- **Blood donation drive**
- **Joy of giving activity**
- **Seedball and sapling plantation**
- **Environmental conservation through seedballs and sapling plantation**
- **Preservation of mangroves and importance of coral reefs**
- **Butterfly garden in the campus**
- **Beach cleaning**
- **digital well-being in cyber space**
- **POSH act**
- **workshop on IPR**
- **CS-IT syllabi with topics on IPR, cyber laws and cyber security**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kirticollege.edu.in/wp-content/uploads/2022/05/7.1.9-1.pdf
Any other relevant information	**Nil**

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	**D. Any 1 of the above**

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

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	**No File Uploaded**

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

· **International Yoga Day – 21/06/2020 105 –asanas of Yoga performed.**

· **Illicit Trafficking – 26/06/2020 –Poster- making Competition on Consequences of Drug abuse and Illicit Trafficking.**

· **"Kargil Vijay Divas" – 26/06/20 by NCC unit – guest lecture by Major General Shishir Mahajan onhow Kargil victory was won.**

· **74th Independence Day –15/07/2020 – hoisted National Flag in Campus**

· **Gandhi Jayanti – 02/10/2020 – plog running by NCC girls to clean neighborhood.**

· **Geography Day –14/01/2021 – students prepared Cartoons, Posters, etc. on environment. Ms. Tanvi Koli, TYBA student made affordable electric invertor using household materials.**

· **Human Rights Day – 10/12/2020 – NCC girls unit – Poster competition on Human Rights.**

· **Republic Day – 26/01/2021 – hoisted National Flag in Campus.**

· **World Wetlands Day – 03/02/2021 – guest lecture organized by**

Environment Committee by Dr.Sheetal Pachpande "Mangroves—Bridging Life On Earth And Sea'

· World Wildlife Day –11/03/2021 – guest lecture organized by Environment Committee by Mr. Harshal Karve, Marine biologist, on "Corals - Treasure of seas".

World Forest Day – 17/03/2021 – guest lecture organized by Geography Department by Prof. Dr. Prakash Dongre on "Mapping Essentials – Case study of Forests in Konkan Region"

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	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Best practices - 1

1. Title of the Practice :- Srujan: A platform for academic interlocution

2. Objectives of the Practice

To awaken in students the passion for learning within the current education system

3. The Context

Need of a platform to correlate academics with the objective realities of the world.

4. The Practice

It is held through one week of the year

5. Evidence of Success

More than 40 programmes were organised during this week

Best practices – 2

1. Title of the Practice :- Bridging the gap of digital divide – ERP based exams
2. Objectives of the Practice

To automate the examination and result processes using technology.

1. The Context

Benefits of conducting exams systematically and declaring the results within the stipulated time.

1. The Practice

Use of examination module of ERP system to carry out pre-examination , examination and post-examination activities.

5. Evidence of Success

Conduct of exams in a transparent manner and with minimum errors and declaration of results within the stipulated period with least effort.

6. Problems Encountered and Resources Required

They are few as compared to the advantages of using the ERP examination module.

(Note: Please click on links below for detailed reports.)

File Description	Documents
Best practices in the Institutional website	https://kirticollege.edu.in/wp-content/uploads/2022/05/7.2.1-SRUJAN-1.pdf
Any other relevant information	https://kirticollege.edu.in/wp-content/uploads/2022/05/7.2.1-ERP-BASED-EXAMS-2.pdf

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

The harmonious synchronization of teaching, learning and exam scheduling process: In our endeavor to provide a wide range of educational facilities to our students, the institution has introduced the MasterSoft College Management System to improve operational efficiency and institutional outcomes. MasterSoft Education ERP Software is a cloud-based software that automates all major processes of an educational institution. Education ERP is a centralized database system that makes information and communication easy across various departments of the institution. The major objective of education ERP system is to integrate the best EdTech modules in an organization for better communication and administration. This has led to a concurrent coordination of teaching, learning and examination process. It also helps educators to streamline all the core activities with the latest technology such as biometrics, business intelligence tools and analytics dashboard that generates precise reports on college admission, enrollment, scholarship, previous academic record, domicile, fees, alerts, attendance and compliance management.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- **Implement MSc in Data Science.**
- **Developing a MoU with one or more local institutions**
- **Providing seed money from the institution for faculty research**
- **To encourage a few departments to organize add on/certificate courses for students**
- **Organise a national level workshop/seminar on IPR**
- **To organise a national level seminar on innovation and incubation**
- **To introduce a diplcoma course in Defence Journalism**
- **To carry out need based structural changes in the College building for optimal usage of space**
- **To convert Room 0.8 into a mini auditorium**