



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	REENA MEHTA COLLEGE OF COMMERCE AND MANAGEMENT STUDIES
Name of the head of the Institution	Dr Satinder Kaur Maheshinder Singh Gujral
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02228176264
Mobile no.	9892240385
Registered Email	drgujral@rmc.edu.in
Alternate Email	satinderkaur@rmc.edu.in
Address	MARIA APARTMENT FLAT NO.403 GTB NAGAR, MUMBAI 37
City/Town	MUMBAI
State/UT	Maharashtra

Pincode	400037																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	private																		
Name of the IQAC co-ordinator/Director	MRS Urmila Chauhan																		
Phone no/Alternate Phone no.	02228176264																		
Mobile no.	8108341953																		
Registered Email	urmilachauhan@rmc.edu.in																		
Alternate Email	skgujral06@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://www.rmc.edu.in/docs/946582017-03-02.pdf																		
4. Whether Academic Calendar prepared during the year	No																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.41</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B	2.41	2017	12-Sep-2017	11-Sep-2022
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B	2.41	2017	12-Sep-2017	11-Sep-2022														
6. Date of Establishment of IQAC	15-Sep-2016																		
7. Internal Quality Assurance System																			
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td>ISO Certification</td> <td>16-Mar-2017 5</td> <td>900</td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	ISO Certification	16-Mar-2017 5	900					
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																	
ISO Certification	16-Mar-2017 5	900																	

Academic Audit	08-Mar-2018 1	50
No Files Uploaded !!!		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 0	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

8

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

1) Emphasied on conducting for more Seminars And Workshops for the students as well as faculties 2) Add on course was conducted for the students. 3) Motivating the faculties to experiment new teaching, learning methods. 4) Principal continuously Mentors the faculties regarding Research activities. 5) Organised the Department Profiling presentation at the end of each semester and discussing the Departments based on their activities, academics and achievements throughout the year. 6) Joined hands with CASI , Global Certification Body , for the benefits of the students 7) To introduce more Value Added/Skill Development Programmes.

[View File](#)

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

Plan of Action	Achievements/Outcomes
Attendance of Students : Regular Parent Teacher Meetings	Attendance of Students has Improved.
Improved Pass Percentage of the Students	Remedial Lectures conducted for weak students
Development of College Building	College management are working on development of College Building to 3rd floor
Department Profiling Presentation	"As a part of Internal Academic Audit, IQAC organised the Department Profiling presentation and file verifications at the end of each semester "
Teachers Feedback from students	"Feedback on Teachers by Students was collected online, analyzed and by the Principal for further action"
Feedback on Seminars , Workshops Conducted	Feedback on Seminars , Wokshops conducted is taken from the students attending the workshop and is analyzed by the Principal
Placements	Mega Job Fair is conducted for the regular as well as Alumni to get industry placements.
View File	

14. Whether AQAR was placed before statutory body ?	Yes
--	-----

Name of Statutory Body	Meeting Date
Local Managing Committee	10-Nov-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
--	-----

Date of Visit	11-Aug-2017
---------------	-------------

16. Whether institutional data submitted to AISHE:	Yes
---	-----

Year of Submission	2018
--------------------	------

Date of Submission	30-Sep-2018
--------------------	-------------

17. Does the Institution have Management Information System ?	Yes
--	-----

If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Staffing information, Academic information, General details of
--	--

institute, Details of courses conducted, Total approved seats & their details

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

1) Department Coordinators submits a syllabus plan at the beginning of the semester to the Principal. 2) An academic calendar is prepared in advance and published in the college prospectus in accordance with the University of Mumbai. 3) Every department submits an activity calendar for the month which they try and adhere to. The activities enhance and supplement the syllabus plan 4)The progress of the department is maintained through regular Internal Exams, Class tests, Presentations and Semester end exams. 5) The principal conducts regular meeting with the coordinators and faculty members. 6) Time tables are prepared well in advance and made available before the commencement of each semester. 7) Syllabus Completion sheet is signed by the Students every week which is finally signed by the Principal Maam. 8) The Principal interacts with the students on Regular basis and communicate with them if they have any complaints. 9) Suggestion Boxes are kept on each floor for the students through which the Principal come to know if the students have grievances. 10) Women Development Cell is formed for the girl Students where in The Principal is also a member of it. The grievances of the student is taken care of and many activities are also conducted under this cell. 11) All the classrooms are ITC compatible. This makes for interactive classroom sessions 12) The College also subscribes to E-journals, INFLIBNET. A record of the students using the numerous library facilities is maintained by the Librarian 13) Guest Lectures, Field Visits, Seminars & workshops are conducted by different Departments for the students to enhance the Practical knowledge of the students. 14) Project work is compulsory for the students in the last semester according to University of Mumbai Curriculum. 15) Departmental meetings are taken by different Departments to discuss on various aspects like Students attendance, preparation of departmental files in accordance with NAAC

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
00	0	25/12/2019	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Nil	24/07/2018
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
----------------------------------	--------------------------	---

BA	Psychology	24/07/2018
BA	History	24/07/2018
BA	Economics	24/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	25/12/2019	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	HR/Marketing/Finance	72
BSc	I.T	60
BA	BAMMC	50
BCom	Banking and insurance	50
BCom	Accounting and finance	58
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>We have offline Feedback System. Student Feedback System is collected on various Criteria such as learning environment of the college, canteen facility, counselling department, sports facility, Library facility and infrastructural facilities and is analyzed by the Principal. Teachers Feedback is covers teaching learning process, punctuality, communication skills, approach towards the students, sharing of innovative ideas, use of ICT in teaching methodologies, interactive teaching and students involvement in learning. we have individual teacher feedback system which is then analyzed by the Principal The college regularly organizes parent teacher meetings. Suggestions given by the parents are duly taken note of. Parents can meet with the Principal and the faculty by prior appointment. The grievances and suggestions are heard and appropriate action is taken. Mentoring is done to ensure student progress and to help in building bridges between the college and the community. Alumni Feedback is obtained during the Alumni Meet or Convocation Ceremony and the</p>

final year students are asked to fill an Exit Form. The college alumni members are in varied fields and make suggestions about the curriculum keeping the present industry scenario in mind.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Nil	480	469	292
BA	Nil	120	41	17
BMS	Nil	180	204	173
BCom	Banking & Insurance	120	90	25
BCom	Accounting & Finance	180	200	55
BA (Journalism)	Mass Media	120	200	90
BSc	Information Technology	60	60	52

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1760	Nil	25	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
50	40	7	7	7	3
No file uploaded.					
No file uploaded.					

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

Yes, every faculty in the institute has been allotted a group of 20 students, to mentor once in a month. Along with this senior students have been allotted the task to mentor their juniors, 1 each, per student. Our Alumni also do the mentoring of the students. The faculties guide the students about the curriculum and career opportunities. Teachers motivate the students and send them for guest lectures, workshops and seminars. Advice and need based mentoring is done on personal issues of the students.

Number of students enrolled in the

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
1964	25	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	30	2	12	Nil

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. (Mrs) Satinder Kaur Gujral	Principal	Nelson Mandela Peace Award

[View File](#)

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BMS	nil	sem 1	10/12/2018	29/11/2019

[View File](#)

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

Nil. We follow University of Mumbai norms.

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

We follow University of Mumbai norms regarding conduct of Examinations

2.6 – Student Performance and Learning Outcomes

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

<http://rmc.edu.in/under-graduate-degree/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00145	BCom	Commerce	174	42	24%
2M00155	BMS	Management	72	60	83%
2C00455	BCom	Accounting & Finance	56	47	84%

2C00345	BCom	Banking & Insurance	50	47	94%
4000155	BA	Mass Media	45	32	71%
1S00255	BSc	Information Technology	60	43	72%

[View File](#)

2.7 – Student Satisfaction Survey

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

https://docs.google.com/forms/d/1LxSKtXcalTOaDaNOAC5PFIEv4QE1vz-iN4S9YuxTkiM/viewform?edit_requested=true

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored Projects	0	0	0	0
Projects sponsored by the University	0	0	0	0
Students Research Projects (Other than compulsory by the University)	0	0	0	0
International Projects	0	0	0	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
nil	nil	01/12/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
-------------------------	-----------------	-----------------	---------------	----------

nil	nil	nil	01/12/2019	nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nli	nli	nil	nil	01/12/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	nil	Nil	0
No file uploaded.			

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

Department	Number of Publication
BCOM	12
BMS	4
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	2018	0	0	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	2018	Nil	Nil	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	5	Nil	10
Presented papers	Nil	3	Nil	Nil
Resource persons	Nil	1	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation Camps	Nair Hospital and Lions Club of Mira Road	5	62
Aids Awareness	Red Cross	3	50
MBMC	Tree Plantation	3	40
MBMC	Swachh Baharat	5	50
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS unit	Red Cross	Blood Donation Camp	5	62
NSS unit	Red Cross	Aids Awareness	3	50
NSS	MBMC	Tree Plantation	3	40
NSS	Election Department	Election Awareness Program	3	80
NSS	MBMC	Swachh Baharat	5	50
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nl	0	nil	01/12/2019	01/12/2019	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CASI Global	07/07/2018	To promote the Cause Knowledge of CSR Sustainability	5
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20000000	19388378

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
MICM	Partially	SMS LIBRARY	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9672	1435455	10517	1264999	20189	2700454
Reference Books	601	258450	615	265477	1216	523927
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	7	9600	3	4500	10	14100
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	6	Nil	6	Nil
Others(s pecify)	4	Nil	Nil	Nil	4	Nil
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	01/12/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	75	2	0	2	2	2	10	50	5
Added	0	0	0	0	0	0	0	0	0
Total	75	2	0	2	2	2	10	50	5

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20.5	20	4	3.5

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

1) The college has its own Auditorium/Seminar hall with infrastructure like Stage, chairs and Tables, Amplifier, Podium, lights and fans with proper ventilation. 2) Playground the College has a big playground of its own with facilities for playing Cricket, Football, Basketball, KhoKho, Kabaddi, BadMinton etc. 3) Gymnasium - The College has well equipped Gymkhana in which Carom, TableTennis, Chess are made available for the students. It has a Gymnasium for Physical Exercise for the students and the staff. 4) Cafeteria The College has a Cafeteria for the students and the staff. It remains open from 7.30 am to 5.00 pm on all working days. It provides tea, coffee, cold drinks, snacks lunch etc. at a reasonable rate and of excellent quality. 5) Health centre - The College is equipped with a firstaid box containing Medicines and a Doctor is also available on call basis and other necessary materials to meet the requirement of the students and the staff incase of emergency. The faculty members have been trained to deal with emergency cases at the college level whenever is necessary. 6) Facilities like RO Drinking water on every floor 7) Xerox and stationary shop is also available in college premises for students and staff 8) facilities like Lift, Ramp, washroom, for speciallyabled person

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	25/07/2018	10	Head of Department
Yoga	05/06/2018	150	Patanjali
Soft Skill Development	17/08/2018	50	Guest Lectures

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Carreer Guidance	200	Nil	Nil	Nil

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
D-MART-DEPARTMENTAL STORE. FUTURE GROUP BIG BAZAAR JUSTDIAL LTD Origin HR Morpheus ltd BAJAJ FINSERV MANOEUVRE FAIRDEAL REALTORS SBI CARDS SWIGGY STAR BAZAAR OYO HOTELS ICICI BANK MAX LIFE INSURANCE ORIGIN HR STIVOUC MOTILAL OSWAL LTD IPS AIRTEL WE	56	11	Origin HR Treasure hunters Bajaj Finserv Big Bazaar D- Mart Tele performance City Union Bank Infigo eye Hospital	111	53

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	3	BCOM	(Banking Insurance)	University of Mumbai	MCOM (Marketing)
2018	1	BCOM	(Banking Insurance)	University of Mumbai	MCOM (Finance)
View File					

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

Items	Number of students selected/ qualifying
Any Other	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Mridang Nill	INTER collegiate	300
BBI Event (Bank Nationalisation Day) Nill	INTER collegiate	100
BCOM Mania Nill	Intra Collegiate	60
Accounting Carnival Nill	Intra Collegiate	40
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	0	National	Nil	Nil	0	0
2018	0	Internat ional	Nil	Nil	0	0
No file uploaded.						

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

nil

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institution has a structure which provides independency to various Departments and committees to make sure that Decentralized system is been followed. Under the supervision of Principal, Heads of the Departments are given academic autonomy to prepare Academic Calendar, Time table designing, allotment of Projects, Intercollegiate/ Intracollegiate events , Workshops, Seminars and Guest Lectures in their respective Departments. Various committees are formed and a Convenor is designated from the faculties itself. The convenor has the autonomy to conduct various relevant activities in their departments. The Head Clerk is responsible for delegating responsibility to various non teaching faculties in accordance with the college authorities. In Cultural Committee, we have Student representative (General Secretary, Joint Secretary, Contingent leader, Assistant Contingent leader) who are nominated by the Cultural Committee members. The students in coordination with the Cultural head take all the decisions to conduct various events in the college and participate in other college. The Institute fosters Participative management at all level. College prospectus, Brochure Preparation, Organization of National and International Conferences and other acivities are done in coordination with the Principal and other Faculty Members. The Media team headed by the Social Media head is handled by the students for Pre event, during event post event communication.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission process of 20182019 was partly online up to third counselling and students had to be physically present during the counselling. Admission of students commenced in May 2019 for 201920 after declaration of results of 10th and 12th examinations by different boards and the first merit list was prepared on 10.06.2019 according to the merit index
Research and Development	National and International Conferences are conducted in our college for Students as well as the faculty members to promote research activity in the institution.
Curriculum Development	All undergraduate and post graduate

courses run by the College follows the curriculum of University of Mumbai. College design its own curriculum for Add on courses keeping in view background of the students. workshops and seminars are conducted for the students where in eminent speakers are invited. Corporate visits , Bank visits etc. has also been added in the curriculum.

Teaching and Learning

The management of the College ensures a proper teaching learning environment. Feedback of the students are taken on regular basis regarding teachers effort in the classroom and analysis is done on the same. Based on the feedback concerned teachers are guided and suggested. Guest Lectures, Seminars, Conferences, Industrial Visit are regularly organized by the various departments

Examination and Evaluation

Principal and Examination Committee collaboratively conduct meetings and for faculty members and staff of the College for smooth functioning of examinations and evaluation process. Information regarding supervision duties, rules of answer sheet evaluation is intimated timely to all the staff members of the College. Students are shown their internal exam answer sheets as well to maintain transparency. University questions papers are received online through University website.

Library, ICT and Physical Infrastructure / Instrumentation

Academic books, Journals, Magazines, University News Booklet, Novels and Dictionaries are added in the Library. Computers have also been allotted to the Library for the students. Raspberry pi software is ordered for the BSCIT students to make learning more practical oriented. College Building is extended to Third floor. Girls common room and Lift has been constructed.

Human Resource Management

The Faculties are recruited in tandem with rules of University of Mumbai. Department heads are also appointed to look after their respective departments. Faculties are appointed as Convenor of different committees to conduct various activities.

Industry Interaction / Collaboration

College has collaborated with CASI Global, New York which is The Global Mentoring Body for the students, which runs many courses for the students.

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

E-governance area	Details
Planning and Development	MICM Net Solution Software which consists of many modules is used by our Admin Staff to make the process easier. We are using this software in the Library, Printing of Results , ID card Printing, and sending messages to parents and students. MIS is also used in to accumulate data of staff , salary structure etc.
Examination	Evaluation of TY answer sheets in University of Mumbai is done online by the faculties. The faculties perform their evaluation duties as Examiner and Moderator. The TY marks are sent online to the University of Mumbai through the academic Portal named MKCL.
Finance and Accounts	Tally is also used by the Finance Accounts Department
Student Admission and Support	Admission Application form is filled by the students on the site of University of Mumbai prior taking admission in the college. Merit list is prepared and uploaded by fully computerized system.
Administration	Students Admission and Examination related information is uploaded on University of Mumbai through MKCL Portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Urmila Chauhan	State level One week Training Program for IQAC Coordinator and Memebers	University of Mumbai	2500
2018	Dr. Satinder Kaur Gujral	State level One week Training Program for IQAC Coordinator and Memebers	University of Mumbai	2500
2018	Rinkle	TYBSCIT	Somaiya	1400

	Solanki	Revised Syllabus Workshop for Semester 5 6	College in association with University of Mumbai	
2018	Rinkle Solanki	TYBSCIT project Dissertation Workshop	Tolani College in association with University of Mumbai	500
2018	Shahista Shaikh	TYBSCIT Internet of Things Workshop	UPG College in association with University of Mumbai	600
2018	Roshini Shah	TYBSCIT Business Intelligence	Vidyalankar College in association with University of Mumbai	600
2018	Urmila Chauhan	FDP on IPR	Amlani College in association with University of Mumbai	Nill
2018	Dr. Satinder Kaur Gujral	FDP on IPR	Amlani College in association with University of Mumbai	Nill
2018	Rinkle Solanki	FDP on IPR	Amlani College in association with University of Mumbai	Nill

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	nil	nil	01/12/2019	01/12/2019	Nill	Nill

No file uploaded.

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
---	---------------------------------	-----------	---------	----------

Refresher Course Commerce (University of Mumbai)	1	05/03/2018	26/03/2018	21
Faculty development Programme on IQAC (University of Mumbai)	2	16/07/2018	21/07/2018	6
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	20	16	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Casual Leave is given to the Faculties in case of Emergency. 2. Duty Leave for Conferences, Seminars and Workshops is also granted. 3. Felicitation of the faculties are done on the basis of their Performances. 4. Provident Fund is deducted to benefit the Faculties. 5. Basic Facilities like RO Drinking Water, Oven Facility, Refregerator and Canteen Facility on Discount.</p>	<p>1. Loan Facility is provided to them incase of Emergency. 2. College uniform is also provided from the Management to the staff. 3. For Class 4 employees Tution Fees is waived of for their wards 4. For Class 4 employees Morning Breakfast facility is also provided to them. 5. Basic Facilities like RO Drinking Water, Oven Facility, Refregerator and Canteen Facility on Discount.</p>	<p>1. Doctor on Campus Facility is for the students 2. Group Insurance is provided to the students in case of Emergency 3. Common Room for the Girls 4. Book Bank for the students in Library 5. Stationery and Printing Machine Facility is provided in Campus itself. 6. Provision of Career Counselling 7. Facilities for Indoor Game 8. The College has zero tolerance for ragging. 9. Canteen Area for the students 10. Suggestion and Complaint box is kept in each floor for the students</p>

6.4 – Financial Management and Resource Mobilization

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

Yes , Institute Conducts Financial Audit on a regular basis. The Income and Expenses are Verified by the Auditor and then a Balance Sheet is prepared.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
View File		

6.4.3 – Total corpus fund generated

209800

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Professors from University of Mumbai	Yes	Principal
Administrative	No	nil	No	nil

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

1. College conducts Parents Teacher meet twice in a year wherein the parents meet the Head of Departments as well as the Faculties to know the progress of their ward. 2. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority. 3. If a student is irregular, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority. 4. The Parents are also invited in the Orientation Day of the College with the students to create awareness regarding the pattern of 3year degree course, examination pattern, the rules of discipline and facilities offered by the college and other relevant details. 5. The queries of parents related to the career is also resolved. Parents opinion on Syllabus of the Programme is taken. Suggestions of the parents are also taken into consideration.

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

NIL

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

1. Faculties and students are encouraged to participate in Research related activities. Faculties are also motivated to attend short term courses. 2. Reference Books and Competitive Books had been added in the library. 3. Third floor has been constructed for the smooth running of the different courses. 4. B.A COURSE has been started and proposal for starting MCOM is completed. 5. ICT enabled Classroom has been constructed. 6. Separate rooms has been allocated for NAAC, DLLE and WDC for the proper functioning of the Departments

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Meeting related to preparation of student	15/08/2018	15/08/2018	15/08/2018	8

	satisfaction survey report by IQAC				
2019	Uploading of college data to the Management Information system (MIS) portal of MHRD, Govt. of India	14/03/2019	14/03/2019	14/03/2019	5
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	01/12/2019	01/12/2019	Nil	Nil

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	10

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	01/12/2019	0	nil	0	Nil

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
nil	01/12/2019	nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
nil	01/12/2019	01/12/2019	Nil
No file uploaded.			

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

1) Tree plantation program is conducted by NSS unit. 2) Initiatives are taken to make the campus Plastic free. 3) Initiatives are taken to make use of less paper 4) Tobacco smoking, chewing of panmasalas and gutka is prohibited in the college campus. 5) Drug Awareness camp was conducted for students in the college Auditorium. Mira Bhayander Police Commissioner was invited as the chief Guest.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Social Activities- Reena Mehta College has been consistently involved in taking initiatives in delivering honorary services in varied ways to help the needy ones of the society. The college has its separate NSS and DLLE departments wherein member students participate in different social activities like tree plantation, blood donation, Swatch Bharat Abhiyan, creating awareness for traffic rules, harmful effects of drug consumption, ban on plastics, etc. Besides this College through its Women development Cell conducts female-oriented seminars to educate the girls' students and other females associated with the College about following the right way to lead a healthy life and to protect themselves. Every individual department from self-finance courses also motivate the students to inculcate the habit to serve society by giving them enormous opportunities to participate in social welfare activities. **Media Activities-** This is another sphere of the most interesting and creative involvements. Reena Mehta College not only promotes but also encourages students to come forward to implement their innovative ideas. Students of the college are involved in various kinds of media-based activities and every year some new additions are experienced in regular media practices. All the events of the college like seminars, workshops, guest lectures, co-curricular activities are highlighted on social media. Programs organized and conducted by the College go live on Instagram and Facebook. During College Fest "Mridang" the program can be seen live 24/7. Students also capture the programs by clicking candid pictures and videos to upload them on social media. Students from the IT department handle social media and prepare the content by themselves to upload after approval. Many more media-related activities have been included as a part of the curriculum which College finds necessary for the overall upliftment and development of the students.

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

<http://rmc.edu.in/best-practices/>

7.3 – Institutional Distinctiveness

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

Our vision: is to develop the knowledge, skills and character of our students that will help us in creating and sustaining an environment, conducive favourable enough to achieve academic professional excellence. Our mission: is to built up students ethically strong, academically proficient and culturally aware to serve the society at large, and thereby to motivate them in order to

bring about social harmony enhance their quality level bring on a holistic development.

Provide the weblink of the institution

<http://rmc.edu.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. Initiatives will be taken to submit the research paper in UGC CARE List to promote Quality Research paper from the Faculties and Students. 2. Organization of Seminar and Workshop by IQAC on Gender Equality and to conduct program related to Gender Equality. 3. Online feedback system is to be planned for the next academic year to make the feedback process streamlined. 4. As per the growing demand for PG Courses, Planning has been done with the College Development Committee to start MCOM Courses. 5. To conduct Faculty Development Program for the Teaching as well as Non Teaching Staff. 6. To conduct more Departmental Activities for the students. 7. To inculcate E Learning in the curriculum to make the learning more effective.