



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

##### 1. Name of the Institution

SAINATH EDUCATION TRUST'S, RAJIV GANDHI COLLEGE OF ARTS, COMMERCE AND SCIENCE

- Name of the Head of the institution **Dr. Basukinath S. Pandey**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02227667377**
- Mobile No: **9773248248**
- Registered e-mail **rajivgandhicollege2002@gmail.com**
- Alternate e-mail **principal@setrgc.edu.in**
- Address **Plot No. 16/17, Sec- 10 A, Vashi, Navi Mumbai**
- City/Town **Navi Mumbai**
- State/UT **Maharashtra**
- Pin Code **400703**

##### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
  
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Mrs.G.Subhashini**
- Phone No. **9967946901**
- Alternate phone No. **02227667377**
- Mobile **9819887358**
- IQAC e-mail address **iqac@setrgc.edu.in**
- Alternate e-mail address **admin@setrgc.edu.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://setrgc.edu.in/wp-content/uploads/PDFs/AQAR/AQAR%202022-23.pdf>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://setrgc.edu.in/wp-content/uploads/PDFs/2022-23/Academic%20Calendar%202023-24.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.32</b>	<b>2016</b>	<b>19/02/2016</b>	<b>18/02/2021</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.12</b>	<b>2024</b>	<b>25/04/2024</b>	<b>24/04/2029</b>

**6. Date of Establishment of IQAC**

**01/08/2016**

**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
Department of Commerece	NEP 2020 SEMINAR	ICSSR	2023	50000
Women development cell	District level self defence training	Department of students welfare, UOM	2024	20000
National Service Scheme	Aids awareness	District Aids Prevention and	2023	9000

**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** **6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

1. Organized community outreach programs focusing on education, health, and social responsibility in association with College NSS Unit at Vill. Vavrli, Near pavel, Raigard. 2. Soft skill Training, Certification, Counseling and placement by Our MOU Partner TNS India for 124 students FEB-March 2023. 3. Workshop on Research Design and

Initiative on Research by Prof. Dr. Sangeeta Pawar, Head -Department of Commerce, University of Mumbai. 4. Upgraded institutional infrastructure with ICT Enabled classrooms and Renovation of Chemistry laboratory to promote experiential learning. 5. Organised Two Days National ICSSR Sponsored Seminar on Digital Transformation in Higher Education adopting to NEP 202-20.

**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
NAAC Accreditation (Second Cycle)	Successfully Re-accredited in 2nd Cycle by Grade B On 25/04/2024
Purchase & Replacement of Old computer with new computer	33 Computers Purchsed and Replaced with old Computers
Complete essential structural repairs, repaint the campus, and modernize facilities.	Completed essential structural repairs, repaint the campus, and modernize facilities.
Renovation of Chemistry lab	Chemistry lab Renovation work completed
Implementation n installation of RFID	RFID enebled ID Card for students and staff
Vermey Compost pit Installation	Successfully Constructed Vermey Compost pit

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	24/12/2024

**14. Whether institutional data submitted to AISHE**

**Part A**

**Data of the Institution**

<b>1.Name of the Institution</b>	SAINATH EDUCATION TRUST'S, RAJIV GANDHI COLLEGE OF ARTS, COMMERCE AND SCIENCE
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<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2022-23/Academic%20Calendar%202023-24.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2022-23/Academic%20Calendar%202023-24.pdf</a>

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<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
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<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
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Yes

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Name	Date of meeting(s)
College Development Committee	24/12/2024

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2023-24	10/01/2025

**15. Multidisciplinary / interdisciplinary**

The institution promotes a multidisciplinary approach through innovative programs and initiatives that foster holistic learning and enhance employability. The implementation of the Choice-Based Credit System (CBCS) empowers students to select electives across departments, encouraging exploration beyond traditional academic boundaries. Value-added courses such as Tally in Commerce and Retail Management for IT and Computer Science students bridge gaps between disciplines, enabling learners to acquire cross-functional skills. Multidisciplinary workshops and training programs further enhance students' exposure to diverse knowledge domains. Programs like Bachelor of Management Studies (BMS) and Bachelor of Accounting and Finance (BAF) integrate subjects such as Information Technology in Business Management and Accountancy, combining Commerce, IT, and Accountancy. Similarly, Business Economics interlinks Commerce and Ecology, offering a unique perspective on economic practices with an ecological outlook. Extension activities by the NSS and DLLE exemplify the institution's commitment to societal impact through interdisciplinary approaches. Initiatives like rural development programs, blood donation camps, and outreach activities seamlessly combine Commerce and Social Work, instilling social responsibility in students.

**16. Academic bank of credits (ABC):**

The institution has successfully implemented the Academic Bank of Credits (ABC) system in alignment with University Circular No. DBoEE/ICF/2022-23/14. For the Academic Year 2023-24, student enrollment and data updates have been completed on the University portal. This ensures compliance with the guidelines and facilitates seamless integration into the ABC framework. Efforts are underway to address the data submission for students from prior academic years. While most data has been uploaded, information for a few unreachable students remains pending. The college is actively working to complete the submission of all required student ABC data from AY 2021-22 onwards.

**17. Skill development:**

The college aims to equip students with practical skills related to the requirements of both public and private sectors. The Institution provides Certificate courses for Employability

Enrichment, namely Computerized Tally, Retail Management, Soft Skills, and Advanced Java. Keeping the changing demand of the job market, the institution has introduced Skill Development Courses like Marketing, Data Entry, Banking, and Finance. Besides classroom learning, we emphasize practical exposure through industrial visits and industry linkage programs, where students get to know the real business environment. These initiatives help bridge the gap between academic learning and the expectations of the industry. This helps in building career readiness through the development of competencies related to success, including technical proficiency and interpersonal skills. We work with industrial personnel in order to ensure relevant, timely training in step with the market trends. College as per NEP Pro-Active to Provide Internships to All Students.

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

The college believes in the intrinsic value of India's rich cultural heritage and prioritizes the integration of the Indian Knowledge System (IKS) into higher education, including teaching and learning through indigenous languages. Language serves as a vital resource for shaping cultures and interpersonal relationships. With a team of highly qualified faculty members proficient in various Indian languages, the college seamlessly incorporates this cultural richness into its curriculum. This integration is essential to preserving the diverse linguistic and cultural tapestry of the nation. Aligned with the University of Mumbai syllabus, the college goes beyond traditional academics by embedding moral and ethical values into its lectures. Faculty members enrich student learning by sharing stories, parables, and insights from mythological texts, fostering personal growth and a deeper understanding of cultural heritage. The college actively celebrates Hindi Bhasha Divas and Marathi Bhasha Divas to emphasize the importance of regional languages and ensure their relevance for future generations. Traditional Indian festivals are also observed, not merely as celebrations but as educational opportunities. Experts are invited to deliver lectures on Indian heritage, values, and traditions, helping students connect with the profound wisdom of the nation. These initiatives aim to preserve and promote India's vast knowledge systems, ensuring they inspire and guide future generations.

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

The college is committed to Outcome-Based Education (OBE), focusing on student-centered learning to ensure knowledge,

skills, and employability. Aligned with University of Mumbai (UoM) guidelines, diverse teaching methodologies, such as seminars, workshops, technology-aided learning, PowerPoint presentations, and assignments, are employed. These approaches empower students with extra knowledge and foster measurable competencies (COs and POs). While UoM's current syllabus lacks formal CO and PO assessments, the college is prepared to implement the competency-based framework proposed under the National Education Policy (NEP). To bridge the gap between academics and real-world applications, various assessments ensure students grasp concepts and apply them effectively. Semester-end examinations follow the credit grading system, and special lectures support slow learners based on outcomes. Certificate courses across departments, often in collaboration with other institutions, enhance the curriculum. For instance, the Department of Commerce emphasizes competitive exam skills, while BAF and BMS departments focus on computing and cybersecurity. BMS also incorporates content development and presentation skills, while the Science stream explores chemical substances in cosmetics and mobile technology. M.Com students gain insights into retail and rural management.

#### **20.Distance education/online education:**

The college has demonstrated exceptional resilience and adaptability, particularly during the COVID-19 pandemic, by transitioning seamlessly to online learning. Our Wi-Fi-enabled campus ensured uninterrupted digital access, enabling students to stay connected and engaged in their education. Faculty members, committed to bridging learning gaps, effectively utilized platforms such as ZOOM, Google Meet, and Google Classroom to deliver high-quality education. The college also employed tools like Testmoz and other software to ensure continuous evaluation and assessment, maintaining academic rigor and fostering student development during remote learning. Aligned with the National Education Policy (NEP), the college has implemented NEP guidelines in postgraduate courses and is fully equipped to embrace recommendations for online and distance learning. This readiness reflects our commitment to providing holistic, flexible, and relevant education in a rapidly evolving academic landscape. Serving as an IDOL exam center under the University of Mumbai, the college facilitates distance education opportunities for a broader student base. Additionally, we function as an IGNOU center for science practicals, with applications underway to establish a full-fledged IGNOU study center to offer diverse distance education programs. Our faculty members, accredited as

academic counselors, are well-qualified to guide and mentor students, ensuring academic excellence in both traditional and distance learning modalities.

### Extended Profile

#### 1. Programme

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

7

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2. Student

2.1  
Number of students during the year

1294

File Description	Documents
Data Template	<a href="#">View File</a>

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

nil

File Description	Documents
Data Template	<a href="#">View File</a>

2.3  
Number of outgoing/ final year students during the year

293

File Description	Documents
Data Template	<a href="#">View File</a>

#### 3. Academic

3.1  
Number of full time teachers during the year

29

File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>29</b>
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4. Institution</b>	
4.1	<b>31</b>
Total number of Classrooms and Seminar halls	
4.2	<b>102.12</b>
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	<b>108</b>
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

In order to meet curriculum objectives we RGC continuously strives in order to expedite the delivery of high quality education. For this the college employs state of art teaching methods such as Powerpoint presentations, seminars, assignments, group discussions and in class assessments.

For this we follow the academic schedule established by the university. In compliance with the University's academic calendar exam dates and holidays have been integrated into the academic plan. The HOD/ Co-ordinator divides the workload. We also conduct a Bridge Course for the slow learners for First year class students. Bridgecourse is an educational program designed to help students transition from one level of education to another or to fill gap in their knowledge before starting a more advanced

course. Pre-Bridge Course and Post Bridge Course test is conducted to know the basic information about student knowledge in particular subject. The students are trained in subjects such as Mathematics, Business Communication and Basic Computer Courses. Apart from this remedial lectures are also conducted that focuses on basic concepts and study habits to help students improve their performance in a subject they are facing difficulties with.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302166-merged_1735302166456.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302166-merged_1735302166456.pdf</a>

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

An academic calendar is prepared by the academic coordinator at the beginning of each semester as prescribed by the university. The performance of students is being assessed by the process defined in the curriculum of the University. Each department creates a departmental calendar of activities as per the University calendar keeping adequate time between examination and events.

The Internal assessment dates are finalised by the Exam committee and followed by faculties. To maintain further compliance, exam sheets are checked within the specific time period after the commencement of each examination. The question paper of internal exams is prepared by faculties and approved by HOD. Continuous assessment is carried out for practical classes and the marks are submitted to the administration. Assignments are provided to students. Every teacher conducts regular class tests on the related topic for practice and revision. The tentative dates for university exams are indicated in academic calendar. The final exam schedule is displayed on students' notice board and their Whatsapp group. Feedback is also collected from all the students for all the subjects and faculties through online feedback form. Each HOD maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735215656-merged_1735215656768.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735215656-merged_1735215656768.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**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**

7

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

204

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

199

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Institutes integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.

1. Gender: The Women Development Committee organizes programs on Woman empowerment. The NSS unit of our college along with WDC also focuses on major gender issues and addresses it through activities like Save Girl Child campaign, Essay and poster competition etc. Also special women police cell have visited our college and conducted on sessions for girls self security.

1. **Environment and Sustainability:** NSS promotes environmental protection through tree plantation and other sustainable development programs. Tree plantation, village/ beach cleanliness drive, poster competition, debate competition are conducted in order to address environment sustainability.
  
2. **Human values and Professional Ethics:** To create scientific approach and social awareness among the students, lectures, quiz and essay competition are conducted on a departmental level or by NSS or DLLE committee.
  
3. **The Anti-Ragging Committee** efficiently disseminates its disciplinary and anti-ragging policies. To instill cultural values the Language Club celebrated Marathi Bhasha Divas, Shivaji Jayanti, and Hindi Bhasha Divas. The NSS coordinated blood drives, tree plantings and a plethora of other social issue-related events. Different social activities have been initiated by the college like AIDS awareness rally, Blood donation camps.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<b>No File Uploaded</b>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<b>No File Uploaded</b>
MoU's with relevant organizations for these courses, if any	<b>No File Uploaded</b>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

350

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302258-merged_1735302258132.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302258-merged_1735302258132.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**2789**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**125**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

At our institution, education is designed to be outcome-based, with a focus on personalized learning pathways. Upon admission, all students participate in an orientation program before starting their first-year classes. Following this, they complete bridge courses in key subjects, undergo internal exams, prerequisite tests and engage in in-class interactions. Based on diagnostic assessments, students are categorized as slow learners or advanced learners. Since most of our students are first-generation learners, we emphasize continuous formative evaluation to support their growth.

For slow learners, we offer individualized counseling, remedial coaching and personalized attention. Additional support comes through Parent-Teacher Meetings, group discussions internal exams and participation in extracurricular activities such as sports and cultural events.

For advanced learners, we provide opportunities to excel through participation in competitive exams, advanced study materials, seminars, virtual labs and projects. They are encouraged to take part in events like the AVISHKAR Research Festival and industrial tours. These learners also benefit from group discussions, scientific model preparation and additional assessments to deepen their knowledge. To build overall confidence, all students are involved in sports, DLLE, NSS and cultural activities, fostering both academic and personal growth.

File Description	Documents
Link for additional Information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735208944-merged_17352089442_12.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735208944-merged_17352089442_12.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1294	28

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

At RGC, we believe that a student-centric approach to teaching creates a unique, engaging, and impactful learning environment for every student. By prioritizing critical thinking, active involvement, and experiential learning, we aim to nurture a lifelong love for learning.

Our student-centric methodology emphasizes three key aspects:

**Experiential Learning:** This approach fosters personal growth, knowledge retention, critical thinking, practical skill enhancement, and active engagement. To achieve this, we organize workshops, science exhibitions, industrial training, webinars, expert lectures, commercial byproduct preparation activities, skill development courses, orientation programs and various celebrations.

**Participative Learning:** Encouraging students to become motivated, engaged, and proactive learners, we facilitate activities such as group discussions, PPT presentations, quizzes, projects, seminars, debates, NSS and DLLE programs, cultural events, bridge courses, and parent-teacher meetings (PTM).

**Problem Solving:** To build confidence, creativity, resilience and decision-making skills, we focus on activities that enhance analytical and reasoning capabilities. These include case studies, research initiatives, assignments, Q & A sessions, practical exercises and theoretical analysis through access to resources like the central library.

Through these methods, we aim to empower students to achieve success and satisfaction in academics and beyond.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735286317-merged_1735286317595.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735286317-merged_1735286317595.pdf</a>

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

Teachers leverage ICT-enabled tools to enhance the effectiveness of teaching and learning, creating a dynamic, engaging, enriched, personalized and collaborative educational experience.

These technologies make learning more interactive and enjoyable. By incorporating elements like games, animations, videos and multimedia presentations, teachers make lessons more appealing and capture student's interest effectively.

These tools facilitate teamwork by enabling students to collaborate on projects and assignments, regardless of their physical location. Online discussion forums, collaborative tools like google classroom and Whiteboard in Zoom and video conferencing platforms such as Google Meet, Zoom and Teachmint make virtual collaboration seamless and productive.

It provides students access to a wide range of educational resources, including multimedia content, online databases and e-books. This enables teachers to tailor their instruction to meet individual learning needs while allowing students to learn at their own pace and in their preferred style.

ICT tools streamline the process of delivering timely and constructive feedback. Teachers use digital assessment platforms to offer immediate feedback on quizzes, tests and assignments, helping students identify areas for improvement and enhancing their learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-3-2.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-3-2.pdf</a>

### 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

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

161

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The institute emphasizes continuous evaluation to ensure sustainable student performance. A structured and transparent evaluation mechanism, aligned with the University of Mumbai's examination pattern, has been implemented. Internal assessments, theory, and practical exams are conducted at the end of each semester as per the university's directives.

The college examination committee, in coordination with the principal and department coordinators, plans the assessment schedules for First-Year and Second-Year students. Examination timetables are displayed well in advance on notice boards, the college website, and student groups. Answer scripts are evaluated within two weeks, and common errors are discussed in classrooms for student improvement. Malpractices are handled by an unfair means committee, while re-examinations are arranged for students with valid medical reasons.

Teachers are encouraged to adopt diverse assessment modes beyond traditional methods, including online quizzes, poster presentations, street plays, research paper presentations, book reviews, mini-projects, open-book tests, field visits, literary writing, role plays, case studies, group discussions, and working models. These methods ensure a fair and comprehensive evaluation of learning.

While adhering to university guidelines for internal, practical, and theory exams, the institute supplements assessments with regular planned and unplanned class tests, fostering a robust and continuous learning evaluation process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AOAR%202023-24%20Criteria%20II/2-5-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AOAR%202023-24%20Criteria%20II/2-5-1.pdf</a>

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

#### Mechanism of Internal Assessment

The internal assessment mechanism is transparent, robust, and adheres to the regulations of the University of Mumbai. The college conducts internal examinations once every semester, while final theory and practical examinations are held at the semester's end.

#### Internal Assessment Structure:

- UG Courses:
  - Internal Examination: 20 marks
  - Assignment, Attendance, and Participation: 5 marks
  - Total: 25 marks
- PG Courses (M.Com):
  - Internal Examination: 30 marks
  - Assignment, Attendance, and Participation: 10 marks
  - Total: 40 marks

#### Practical Assessment:

- Practical Implementation: 40 marks
- Journals: 5 marks
- Viva: 5 marks
- Total: 50 marks

**Theory Assessment:**

- Professional Courses (B.Sc CS, B.Sc IT, BMS, B.Com (A&F)): 75 marks
- FY B.Sc (Mathematics): 75 marks
- Traditional Courses: 100 marks
- M.Com: 60 marks

**External Examinations:** These are conducted as per the University of Mumbai's rules, with TY examination schedules provided by the cluster head.

**Re-Examinations:** Students with valid medical or temporary disability reasons can appear for re-examinations.

The college examination committee ensures proper planning and execution, including timetable preparation, question paper design, invigilation, and timely result declaration. Modern tools like Google Forms for attendance tracking and exam software for mark entry enhance efficiency. Internal and external marks for FY and SY are displayed within 40 days, while TY marks are uploaded on the university portal within the stipulated timeframe.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-2.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-2.pdf</a>

**2.6 - Student Performance and Learning Outcomes**

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

The institution adheres to Mumbai University guidelines by prominently displaying and communicating Program Outcomes (POs)

and Course Outcomes (COs) for all programs, developed in line with Outcome-Based Education (OBE). POs outline the professional achievements expected of graduates, including knowledge, skills and attributes, while COs specify the disciplinary knowledge and skills students gain upon course completion. COs are crafted by course coordinators in consultation with faculty.

The college adopts OBE and follows a systematic mechanism to communicate learning outcomes. Graduate attributes are introduced to first-year students during induction. Teachers spend time explaining subject relevance and learning outcomes, which are periodically measured. Hard copies of syllabi and outcomes are available in departments. Their importance is highlighted during IQAC and college committee meetings, tutorial sessions and workshops.

Learning outcomes are publicized through various channels, including the website, department notice boards, classrooms, laboratories, library resources, professional body meetings and parent and alumni interactions. Faculty and student awareness is ensured via meetings and tutorials. Laboratory course outcomes are displayed in labs and manuals. Lesson plans link each class to specific COs. This structured approach ensures that POs and COs are effectively communicated and contribute to a robust teaching-learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The assessment methods for attaining course outcomes include both direct and indirect approaches. Direct methods involve semester examinations (internal and external) in accordance with university guidelines.

To assess the attainment of program outcomes, courses contributing to specific POs are identified, and evaluations are conducted

using both direct (internal and external exams) and indirect methods (course end surveys). The overall assessment results are compared with expected levels of attainment, and the PO is considered achieved upon meeting the predefined criteria.

For each course, the attainment level of each CO is compared against predefined targets. If these targets are not met, the course coordinator initiates necessary measures for improvement. If the criterion level is not reached, faculty members suggest improvements to achieve it.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

183

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2.6.3.1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2.6.3.1.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Student%20Satisfaction%20Survey%202023-24.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0.79

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20III/3-1-2-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20III/3-1-2-1.pdf</a>

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

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

**during the year**

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards**

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

34

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

Every year, several activities are conducted with the help of students to promote social issues. This allows them to grow more comprehensively. There is the possibility of productive outcomes in collaboration with NSS, DLLE, WDC committees, and departments. NSS: The college has two NSS units, each with a permitted enrolment capacity of 100 students. The NSS Unit's residential camp was organized by the college. In which NSS units adopt villages and work on villagers' social issues as well as execute necessary actions for their subsistence. Swachhta Abhiyan, Plastic waste management, Tree Plantation, National Voters Day, Blood Donation Camp, Aids awareness, Disaster Management, and Commemorative Days such as Republic Day, Independence Day, and National Youth Day are all carried out by the second unit.

DLLE : DLLE prepares students for a greater social commitment and helps to enhance student employability skills. Through community programs, students develop teamwork, leadership abilities, and an understanding of social issues. To that end, the Rajiv Gandhi College DLLE Unit promotes and encourages students to hold Food Stalls on college premises. Also, we cheer up students to participate in the UDAAN Festival (University Level) to present street plays on countless themes such as women empowerment.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735287816-merged_1735287816259.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735287816-merged_1735287816259.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<b>No File Uploaded</b>

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

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

**20**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

**300**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Rajiv Gandhi College of Arts, Commerce & Science is committed to providing a comprehensive educational experience, supported by state-of-the-art infrastructure and facilities. The Arts, Commerce, and Science departments operate independently within dedicated blocks, fostering a focused and conducive academic environment. The campus spans an impressive 9,550.581 square meters, offering ample space for academic pursuits, administrative

operations, and extracurricular engagements.

The institution boasts 26 well-equipped lecture halls, 4 advanced science laboratories, 2 computer labs housing 115 computers and 3 laptops, and a specialized skill development lab. Teaching methodologies are enhanced through 2 ICT-enabled classrooms and 7 projectors. Additionally, air-conditioned seminar halls with audio-visual aids facilitate high-quality presentations and discussions. The campus is further enriched by facilities such as a library, exam cell, gymkhana, tutorial rooms, faculty offices, and separate common rooms for male and female students.

To ensure operational efficiency, the college is equipped with 10 printers, 7 scanners, and 3 photocopiers. Internet connectivity is robust, with a leased line bandwidth of 50 Mbps supporting seamless digital access.

The college emphasizes the optimal use of resources through innovative teaching practices, structured training programs for staff, and the expertise of dedicated system administrators. Facilities are leveraged for certificate courses, campus recruitment drives etc fostering holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377468-merged_173537746872.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377468-merged_173537746872.pdf</a>

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

Rajiv Gandhi College of Arts, Commerce & Science is committed to the holistic development of students by providing well-rounded facilities for cultural activities, sports, and fitness. The institution emphasizes physical activities to enhance students' physical fitness and mental well-being. The college boasts a 2-acre playground supporting various sports such as cricket, volleyball, kho-kho, kabaddi, and mini-football, along with indoor games like Chess, Carrom, badminton and shuttle. The cricket ground is a hub for daily sports activities, promoting teamwork and improving mental and physical health. Intra-college and intercollegiate sports meets are organized annually, with the

college cricket team achieving zonal-level championship in the university tournament.

The well-equipped gymnasium is accessible to all students with separate timings for boys and girls. A dedicated fitness center provides opportunities for regular workouts, lifestyle management, and mental clarity, enabling students to focus on academic and personal goals.

Cultural activities are equally prioritized, with a dedicated cultural committee organizing events like debates, rangoli, mehendi, painting, essay writing, drama, and musical performances. Celebrations such as Annual Day, Shivaji Jayanti, and other festivals enrich the campus experience. Students actively participate in inter-institutional cultural and sports competitions, supported by continuous investments in infrastructure and resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377525-merged_173537752535.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377525-merged_173537752535.pdf</a>

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

13

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377787-merged_1735377787_20.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377787-merged_1735377787_20.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

102.12

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library at Rajiv Gandhi College of Arts, Commerce & Science is located on the 6th floor of the main building and is a hub of academic resources. It houses 12,379 textbooks, 895 reference books, 41 journals, 186 e-journals, 56 CDs and videos, and 7 newspaper and magazine subscriptions, catering to both students and faculty. The library is automated using an Integrated Library Management System (ILMS), ensuring efficient management of book entries, issues, renewals, returns, and user records. Barcoding of books enables seamless tracking and access.

The library offers 11 dedicated computers for students to access e-resources, including e-books, e-journals, and databases through

remote access. Subscriptions such as N-LIST provide extended digital content for research and learning. The library's facilities are under CCTV surveillance for security and monitoring purposes.

A department library in each academic department supplements the main library, providing immediate reference materials for staff and students. Library users are issued library cards for convenient access to resources, categorized by title, author, and publisher. With its extensive physical and digital collections, the library serves as a vital resource for academic excellence and research enrichment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_173537827685.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_173537827685.pdf</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

1.79

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**9502**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

Our institution prioritizes the maintenance and continuous improvement of its IT infrastructure to support academic and non-academic activities. The campus offers seamless Wi-Fi access throughout, ensuring uninterrupted internet connectivity for both students and staff. Desktop computers are integrated into the campus network, providing efficient access to essential academic resources. Smart classrooms are equipped with LCD projectors to enhance interactive learning experiences.

To stay current, all software is regularly updated, ensuring compatibility with modern educational tools. The procurement process for new IT infrastructure or upgrades involves HODs submitting requests to the Principal and Management. Once approved, competitive quotes are sourced from multiple vendors, and a comparative analysis is submitted for final approval. Librarians coordinate with teachers to ensure smooth implementation.

Routine maintenance is carried out by external vendors during the warranty period, with in-house technical teams managing post-warranty servicing. In case of technical issues, external experts

are engaged with Principal and Management approval.

ICT plays a crucial role in institutional operations, with computers formatted regularly, free of charge by computer operators, and anti-virus software installed on all systems. Wi-Fi access is available to both students and staff, ensuring the widespread use of digital tools in classrooms and laboratories, fostering an enriched learning environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_173537827685.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_173537827685.pdf</a>

#### 4.3.2 - Number of Computers

108

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

102.12

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

#### **Systems and Procedures for Maintenance and Utilization of Facilities**

Rajiv Gandhi College has robust systems to maintain and utilize its physical, academic, and support facilities effectively.

**Laboratories:** Well-equipped labs for Chemistry, Physics, Biology, Computer Science, and IT are maintained under departmental supervision. Requirements are approved by the Principal and CDC, with maintenance outsourced to specialists.

**Library:** A library committee manages resource procurement, subscriptions, and circulation. IT systems are maintained by lab assistants, and students use library cards to access resources.

**Computers:** Computer labs and departmental systems are maintained by lab assistants. Repairs and upgrades are conducted pre-semester, with lab usage scheduled in advance.

**Classrooms:** Classrooms are ventilated, equipped with necessary amenities, and regularly cleaned. Maintenance needs are communicated by the infrastructure committee to the Principal for approval.

**Sports Facilities:** A dedicated sports complex, gym, and yoga center are managed by a physical instructor. Equipment needs are approved by the sports committee, which organizes annual events.

**Auditorium:** The air-conditioned auditorium is equipped with modern facilities, maintained by technicians, and booked via the Principal.

**Other Facilities:** The college ensures regular maintenance of seminar halls, common rooms, NSS room, and IT systems through CDC oversight and long-term vendor contracts. These practices support an optimal academic and extracurricular environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378454-merged_173537845426.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378454-merged_173537845426.pdf</a>

## 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

18

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

4

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

**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	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735553628-merged_1735553628356.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735553628-merged_1735553628356.pdf</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**2607**

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

**2607**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

54

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

42

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

nil

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

01

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 institution actively promotes holistic student development and engagement through diverse cultural, health, environmental, academic, and skill-building activities.

Health and well-being are prioritized through impactful activities like Tree Plantation, International Yoga Day, Cleanliness for Seva, a Guest Lecture on HIV Awareness, Blood Donation Camps during Founder's Day, AIDS Awareness Rallies, Polio Drives, Water Day Celebrations, and Health Check-up Camps, fostering awareness and community participation.

Cultural initiatives include an International Webinar on World Sanskrit Day on Shraavan Pournima, the Screening of the History of Hindi Language Documentary, a Hasya Kavi Sammelan during Hindi Bhasha Diwas, the Celebration of Vachan Prerna Diwas to honor Dr. A.P.J. Abdul Kalam with a Book Fair Exhibition and Online Intercollegiate Quiz Competition, as well as Story telling Competitions and Marathi Bhasha Diwas featuring a Poem Recitation Competition dedicated to poet Vishnu Vaman Shirwadkar.

To enhance technical competencies, the institution organizes Academic Projects on Game Programming, Guest Lectures on E-Waste Management and Data Science, and training programs in Computerized Accounting with Tally, equipping students with hands-on ICT skills.

Soft skill development is emphasized through workshops such as Retail Management, Campus-to-Career Programs, Mastering Effective Communication Skills, and courses like Foundations of Computing and Software Development. The initiative Read and Reflect Through Reference Books encourages critical thinking and intellectual growth.

These diverse activities reflect the institution's commitment to student representation and engagement, nurturing leadership, technical expertise, and civic responsibility while creating opportunities for holistic personal and professional growth.

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**

14

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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

Alumni play a pivotal role in the growth and development of their alma mater, fostering a dynamic connection between past and present students. Platforms like Prarrambh enable alumni to engage meaningfully, inspiring and guiding current students while maintaining a sense of continuity. Their involvement extends to impactful social initiatives, such as organizing Blood Donation Drives and participating in AIDS Awareness Rallies, reflecting their dedication to addressing critical societal challenges.

Alumni contributions are equally significant in the NSS Camp, where former volunteers return to mentor students. By leading community projects and conducting awareness sessions, they enhance the program's impact, promoting social service, leadership, and teamwork. Beyond community efforts, alumni actively support

students' academic and professional growth through Guest Lectures. These sessions provide insights into industry trends, career guidance, and real-world applications of academic knowledge. Alumni also create networking and mentorship opportunities, helping students bridge the gap between education and the professional world.

Through their diverse contributions, alumni strengthen the institution's mission, inspire students, and reinforce its values. Their engagement in activities like Prarrambh, social initiatives, and academic programs ensures their legacy continues to shape and inspire future generations while nurturing a strong bond with their alma mater.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

The Governing body and College Development Committee is incharge of everything in the institution above the Principal. The Principal is in charge of administration and actively participates in planning and directing all college activities. Both teaching and non-teaching faculty members take part in a number of committees of the institution as well as extracurricular and curriculum activities.

The coordinators and heads of departments oversee the operations of their departments. To ensure the department runs smoothly, they

are permitted to collaborate with experts of that subject to influence students to get exposure of industrial environment. Departments at all levels receive support and encouragement from the administration. Intentional leadership is provided by the department head in cooperating with the administration and teachers. All faculty members are encouraged and supported by the principal and administration, which also offers a democratic and equal setting where all duties may be effectively handled.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-1-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-1-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The principal is the academic leader of the institution. Each staff member has an equal sharing of the academic year's responsibilities. The Governing body and College Development Committee grants the principal sufficient power for managing the institution's operations in order to achieve the institution's vision and mission.

Committees are created to oversee all activities during the academic year in order to conduct various kinds of academic curricular and co-curricular activities. To ensure transparency in the way all of the operations are carried out, the committee list is provided at the start of the year. Faculty members are informed of their necessary responsibilities through regular staff meetings. Before reaching a decision, the principal meets frequently with both teaching and non-teaching staff to discuss various kinds of concerns.

Every employee will have full participation in this participative decision-making process. In order to increase the efficiency and effectiveness of the institutional process, the administration welcomes ideas from all employees and encourages their participation.

### 6.2.1

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735474014-merged_1735474014450.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735474014-merged_1735474014450.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a perspective plan that include :

1. Coordinating a range of Workshops / Seminars / Conferences at National / International Level.
2. Expanding student intake capacity for current courses and enhancing student enrollment.
3. Focusing on collaboration with local enterprises and Social Organizations / Educational Institutions to widen the job opportunities.
4. Fostering innovative and creative approaches to academic delivery through the efficient use of technology.
5. Emphasizing easy access to technology and information retrieval on contemporary and pertinent topics for faculty and students.
6. Enabling Future Prospects in Research and Development via ICT
7. Arranging more programs on Gender-Equality and Voters Awareness.
8. Executing initiatives that support government programs and scholarships
9. Establishing more MOU linkages that can benefit students
10. Inspiring students to pursue field projects / internships.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-1.pdf</a>
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.

In accordance with the institutional goals, the committees are established at the beginning of the academic year and given assignments for the curricular activities that will improve each student's overall development.

The department heads make sure that the plans that the principal shares with them are carried out in a systematic manner. The implementation of plans of the college are overlooked by the Principal.

Ensuring all operations are properly conducted, with the help of feedback from conveners, teaching and non teaching staff, Heads of Departments.

To ensure that all operations are carried out smoothly and in accordance with the regulations of academic bodies and the government, administrative committees are established for exams, scholarships, purchases, discipline, sports, admissions, libraries, etc. When necessary, the committees headed by senior faculty members provide guidance for the necessary function.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735305370-merged_1735305370231.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735305370-merged_1735305370231.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-2%20Organogram.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-2%20Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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 interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college prioritizes the well-being and professional growth of its employees through comprehensive welfare initiatives. Teaching and non-teaching staff benefit from summer and winter vacations, ensuring ample time for rest. Female employees are entitled to 180 days of maternity leave, with an option for unpaid continuity. Leave policies include 15 days of casual leave, 10 days of medical leave, one month of earned leave for non-teaching staff, and special leave during the Ganpati festival.

To promote professional development, the college provides paid leave for attending FDPs, orientation, and refresher courses. Travel allowance (TA) and duty allowance (DA) are extended to staff participating in programs on behalf of the college. Additionally, expenses for research paper publication and conference participation are reimbursed to encourage academic contributions.

A canteen facility ensures convenient access to quality food, while compensatory off is offered to prevent burnout. Staff achievements and birthdays are celebrated to foster a sense of belonging. An award system recognizes excellence in teaching and administrative performance, including the Best Teacher Award

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

19

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

5

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college follows a structured appraisal policy to promote professional growth and fairly recognize faculty contributions. Faculty members receive an annual minimum increment of 10%, with promotions aligned to institutional regulations. The Principal and management actively monitor staff performance, ensuring accountability and assigning responsibilities based on individual expertise and merit.

Regular staff evaluations are conducted in meetings where the Principal provides constructive feedback, fostering continuous improvement. Appraisals consider key factors such as experience, performance, dedication, and innovative thinking. Faculty members with exceptional contributions are rewarded and recognized, promoting a culture of excellence.

To celebrate achievements, outstanding faculty are honored with awards during Founders' Day, acknowledging their exemplary service.

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

## 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

Internal audit is conducted by the institution; its primary focus is on improving internal processes and ensuring that financial operations are efficient and effective. Ensuring compliance, detecting and preventing fraud , errors and inefficiency , providing recommendations for improvement wherever needed.

Verification of records , risk assessment, monitoring budget, and asset verification are all done in an internal audit.

Throughout the year, the college closely adheres to financial audits. The management is presented with audit reports. S. Pratap Singh & Co. does an external audit of the college.

All the processes in the college is strictly monitored by the principal. Copies of the audit report are kept for future reference at the college. Finance-related documents are verified by them.

If there are any queries, the documents are submitted to the college for clarification.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

1,47,330

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

**Effective fund mobilization and resource utilization are essential for institutions to achieve their goals while maintaining financial sustainability.**

**Optimal utilization of resources can be done with the help of proper budget planning and monitoring, energy conservation, effective use of infrastructure, and digital transformation, resource sharing , periodic maintenance, sustainability,**

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AOAR%202023-24%20Criteria%20VI/6-4-3.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AOAR%202023-24%20Criteria%20VI/6-4-3.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

**The following are some of the quality assurance initiatives that the institution's IQAC has started to improve the institution's quality:**

**Organizing national-level seminars and workshops for students and faculty. There are now a number of skill-building courses available. Participation in conferences, workshops, seminars, orientations, and refresher courses pertaining to research and the teacher-learning process is encouraged and supported for all faculty members.**

For students , the college administration offers a concession facility. The college's local fund provides financial assistance to students in need.

Every member of IQAC contributes ideas for curriculum reform and better implementation during regular meetings, which are chaired by the principal and have a set agenda.

Additionally, the institution offers a venue for students to take part in seminars, debates, competitions, and other events at both the intra- and inter-collegiate levels. All teachers are encouraged to employ audio-visual teaching aids, charts, models, and other resources to facilitate effective teaching-learning processes.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-5-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-5-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution reviews its teaching and learning process, structure, and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are:

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of the teaching learning process. All the students are allowed to give feedback on faculty, teaching, learning process and evaluation. Teachers if evaluated with low performance, they instructed accordingly after evaluating the feedback from students. The whole process is being guided by IQAC and faculty members were involved in it.

2. Coordinator monitoring: The HOD and Coordinator monitors on Academics and conducts regular visits to the classes regarding the

regularity and punctuality of class work. The Principal is informed on a daily basis.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students.

4. Syllabus Monitoring: The principal keeps vigil on the completion of syllabus and ascertains information regarding the syllabus completed, so that the prescribed syllabus is completed within stipulated time.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735203989-merged_173520398948.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735203989-merged_173520398948.pdf</a>
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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735206085-merged_1735206085954.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735206085-merged_1735206085954.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The institution implemented targeted initiatives to promote gender equity, aiming to raise awareness and foster a supportive environment for students, faculty, and staff. Key activities were designed to address gender sensitivity, health, safety, and emotional well-being.

On 2nd August 2023, the year's activities commenced with an Orientation role for women development cell educating new members on the importance of inclusivity and respect. This was followed by a Seminar on Women's Hygiene on 4th August 2023, addressing essential women's health issues and challenging menstrual health stigmas.

A Guest Lecture on Polycystic Ovarian Syndrome (PCOS) was held on 14th September 2023, emphasizing early detection and management of this prevalent condition. On 24th January 2024, an Awareness Program on Cervical Cancer was conducted, stressing the need for prevention and regular screenings.

A Talk on Stress Management was organized on 29th January 2024, focusing on coping strategies tailored to women's unique stressors. On 9th March 2024, during a District Level Workshop on Women Safety and Self-Defence, Police personnel and an Advocate of the Bombay High Court guided girls on their rights and safety, equipping them with essential legal knowledge and self-defense skills.

File Description	Documents
Annual gender sensitization action plan	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VII/7-1-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VII/7-1-1.pdf</a>
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	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735294094-merged_173529409404.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735294094-merged_173529409404.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The college has actively implemented the 3Rs—Reduce, Reuse, and Recycle—to make a positive impact on waste reduction and environmental protection on its campus. These efforts are part of the institution's commitment to sustainable waste management.**

**A Memorandum of Understanding (MOU) for E-Waste Management was signed with an Environment Consultant to conduct awareness sessions and engage students through competitions aimed at sensitizing them to the proper disposal and management of electronic waste.**

**Reduce: The college prioritized repairing equipment instead of replacing it whenever feasible, minimizing waste generation and promoting resource conservation.**

**Reuse: Under the Swachh Bharat Abhiyan, a Dustbin Making Activity**

was organized where volunteers crafted dustbins from waste materials and distributed them around the campus. An awareness program on Dry-Wet Waste Segregation was also conducted. Students creatively repurposed unused notebook pages into beautifully decorated notebooks, which were donated to students of a local charity-run school.

**Recycle:** The college actively recycles used printer cartridges and other office supplies, ensuring these items are collected and repurposed appropriately. The NSS organized a Cloth Bag Preparation Training Session, where students made cloth bags from discarded fabrics and distributed them to vendors and shops in Vashi's Sector 9/10A area, promoting a shift away from plastic use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution:** Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:** **C. Any 2 of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

**3. Pedestrian Friendly pathways**

**4. Ban on use of Plastic**

**5. Landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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 actively fosters an inclusive environment by promoting tolerance and harmony across cultural, regional, linguistic, communal, and socioeconomic diversities. Through its signature socio-cultural festival, Prarrambh Navi Mumbai, the institution celebrates literary arts, fine arts, performing arts, and sports over five days, encouraging students from diverse backgrounds to participate. The festival highlights classical and semi-classical dances, promoting cultural heritage, and embraces linguistic diversity by incorporating English, Hindi, and Marathi, ensuring inclusivity and respect for all linguistic groups.

The institution also organizes sessions on financial literacy, covering topics like "Mutual Funds," "Investment Opportunities," and "Social Security Schemes in India", aimed at empowering students from diverse socioeconomic backgrounds to make informed financial decisions.

In terms of community outreach, the college's "Payback to Society" initiative supports underprivileged communities through notebook distribution to needy students, activities for HIV-infected children, and spending time with senior citizens in old age homes. The DLLE and NSS Units further strengthen inclusivity through activities such as beach cleaning, blood donation drives, adult education, and food distribution, addressing the needs of marginalized groups.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution takes significant steps to sensitize students and staff to constitutional values, rights, duties, and responsibilities through various educational and awareness programs. On Constitution Day, the DLLE unit coordinator delivered an insightful address, emphasizing the core values of the Indian Constitution and the Fundamental Rights and Duties of citizens, fostering a deeper understanding of civic responsibilities. As part of Azadi Ka Amrit Mahotsav, a poster-making competition was organized on Partition Horrors Remembrance Day, highlighting the struggles and sacrifices made during India's independence, instilling a sense of patriotism among participants.

To promote awareness about human rights, the DLLE unit conducted a Human Rights Awareness Campaign on International Human Rights Day, educating students on their rights and responsibilities. The NSS unit organized a Voter's Awareness Campaign, which included an EVM demonstration, encouraging youth participation in the democratic process. Additionally, a Tiranga Rally and felicitation of local freedom fighters were held, inspiring students to value national unity.

Through lectures, campaigns, and interactive sessions, including the Gandhi Jayanti Lecture Series and the National Youth Day Seminar, the institution ensures that students and staff are not only aware of their constitutional obligations but are actively engaged in promoting these values within the community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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**

**1. Founders' Day (4th September)**

It is celebrated annually to honor the legacy of Dr. Kunwar Haribansh Singh Ji, the esteemed founder of the college. The day is marked by a tribute to the founder, speeches and cultural activities.

2. **Chhatrapati Shivaji Maharaj Jayanti (19th February):** The college commemorates the birth of the great Maratha king and warrior. Students participate in cultural programs, including skits and presentations.
3. **"Vachan Prerna Divas" (15th October):** The birth anniversary of Dr. A.P.J. Abdul Kalam, former President of India, is celebrated as "Vachan Prerna Divas" to promote the love of reading among students.

## Cultural and Traditional Fest

1. Navratri and Garba Celebrations: During the festival of Navratri, the college organizes a Garba event where students and faculty in traditional folk dances.

2. Hindi Bhasha Diwas - 14 Sept

The college organizes various events, speeches, and cultural programs, about cultural and national importance among students and faculty.

## International Commemorative Days and Event

1. International Yoga Day (21st June): The college celebrates International Yoga Day with yoga sessions by trained instructors. Students & faculty, learning about benefits of yoga.

2. World's Sanskrit day ( 31August):

College organizes various activities such as lectures, workshops, and cultural programs.

3. International Water Day -(22 March ):-Celebrates with awareness programs, exhibitions, and activities promoting water conservation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

## Best Practice - I

**Title:** "Skill Enhancement and Employability Programs"

**Objective:** To enhance students' employability by equipping them with industry-relevant skills, communication abilities, and soft skills through a series of free courses and workshops.

**The Practice:** The college runs many free skill enhancement courses, focusing on areas such as communication, soft skills, and industry-specific technical skills. These courses are designed to boost employability and include:

- Soft Skills and Communication Training
- Technical Skills Training
- Career Placement Cell
- Bridge Courses for First-Year Students
- Remedial Classes and Doubt Clearing Sessions

## Best Practice - II

**Title:** "Green Club for Environmental Sustainability"

**Objective:** To promote environmental awareness and sustainability among students, faculty, and staff through the statutory Green Club, which focuses on creating an eco-friendly campus and educating the community on sustainable practices.

**The Practice:** The Green Club conducts a range of activities aimed at fostering a culture of sustainability:

- **Energy Conservation Awareness:** The college runs regular awareness campaigns encouraging students and staff to switch off electric equipment when not in use, aiming to reduce overall electricity consumption.
- **Waste Management:** The college has implemented a color-coded waste segregation system, using red, blue, and green bins for different types of waste.
- **E-Waste Collection and Recycling**
- **Vermi-Composting**
- **Environmental Awareness Activities:** The Green Club organizes tree plantation drives, campus clean-ups, and environmental seminars to engage students in sustainability issues.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

College has carved a unique identity through its to community welfare. One of its most remarkable initiatives is its collaboration with Desire society. an NGO committed to the care and support of HIV - infected children in Vashi, Sector 29. This partnership goes beyond mere charity, as it actively engages the college community - students, faculty, and staff - in meaningful service. the college organizes regular visits, donation drives, and volunteering activities, which not only provide essential resources but also foster a compassionate connection with these children.

In addition to supporting HIV-infected children, Rajiv Gandhi College extends its philanthropic reach to cancer patients and economically disadvantages students. The institution organizes awareness campaigns, fundraiser, and health support initiatives to assist cancer patients. For underpriveleged students, financial aids programs, scholarship, and academic assistance are made available, ensuring no one is left behind due to economic barriers.

This deep-rooted commitment to social welfare aligns with institution's broader mission of holistic education. By integrating service to society with academic learning, Rajiv Gandhi College cultivates not only intellectual growth but also emotional intelligence and social responsibility among its students, Thses efforts shape students into compassionate, community-oriented leaders prepared to contribute meaningfully to society.

## 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

In order to meet curriculum objectives we RGC continuously strives in order to expedite the delivery of high quality education. For this the college employs state of art teaching methods such as Powerpoint presentations, seminars, assignments, group discussions and in class assessments.

For this we follow the academic schedule established by the university. In compliance with the University's academic calendar exam dates and holidays have been integrated into the academic plan. The HOD/ Co-ordinator divides the workload. We also conduct a Bridge Course for the slow learners for First year class students. Bridgecourse is an educational program designed to help students transition from one level of education to another or to fill gap in their knowledge before starting a more advanced course. Pre-Bridge Course and Post Bridge Course test is conducted to know the basic information about student knowledge in particular subject. The students are trained in subjects such as Mathematics, Business Communication and Basic Computer Courses. Apart from this remedial lectures are also conducted that focuses on basic concepts and study habits to help students improve their performance in a subject they are facing difficulties with.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302166-merged_1735302166456.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302166-merged_1735302166456.pdf</a>

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

An academic calendar is prepared by the academic coordinator at the beginning of each semester as prescribed by the university. The performance of students is being assessed by the process

defined in the curriculum of the University. Each department creates a departmental calendar of activities as per the University calendar keeping adequate time between examination and events.

The Internal assessment dates are finalised by the Exam committee and followed by faculties. To maintain further compliance, exam sheets are checked within the specific time period after the commencement of each examination. The question paper of internal exams is prepared by faculties and approved by HOD. Continuous assessment is carried out for practical classes and the marks are submitted to the administration. Assignments are provided to students. Every teacher conducts regular class tests on the related topic for practice and revision. The tentative dates for university exams are indicated in academic calendar. The final exam schedule is displayed on students' notice board and their Whatsapp group. Feedback is also collected from all the students for all the subjects and faculties through online feedback form. Each HOD maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735215656-merged_1735215656768.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735215656-merged_1735215656768.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## 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

7

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<b>No File Uploaded</b>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

204

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

199

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Institutes integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.

1. Gender: The Women Development Committee organizes programs on Woman empowerment. The NSS unit of our college along with WDC also focuses on major gender issues and addresses it through activities like Save Girl Child campaign, Essay and poster competition etc. Also special women police cell have visited our college and conducted on sessions for girls self security.

1. Environment and Sustainability: NSS promotes environmental protection through tree plantation and other sustainable development programs. Tree plantation, village/ beach cleanliness drive, poster competition, debate competition are conducted in order to address environment sustainability.

2. Human values and Professional Ethics: To create scientific approach and social awareness among the students, lectures, quiz and essay competition are conducted on a departmental level or by NSS or DLLE committee.

3. The Anti-Ragging Committee efficiently disseminates its disciplinary and anti-ragging policies. To instill cultural values the Language Club celebrated Marathi Bhasha Divas, Shivaji Jayanti, and Hindi Bhasha Divas. The NSS coordinated blood drives, tree plantings and a plethora of other social issue-related events. Different social activities have been initiated by the college like AIDS awarness rally, Blood donation camps.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

**6**

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<b>No File Uploaded</b>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<b>No File Uploaded</b>
MoU's with relevant organizations for these courses, if any	<b>No File Uploaded</b>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

**350**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302258-merged_1735302258132.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735302258-merged_1735302258132.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

2789

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

125

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

At our institution, education is designed to be outcome-based, with a focus on personalized learning pathways. Upon admission, all students participate in an orientation program before starting their first-year classes. Following this, they complete bridge courses in key subjects, undergo internal exams, prerequisite tests and engage in in-class interactions. Based on diagnostic assessments, students are categorized as slow learners or advanced learners. Since most of our students are first-generation learners, we emphasize continuous formative evaluation to support their growth.

For slow learners, we offer individualized counseling, remedial coaching and personalized attention. Additional support comes through Parent-Teacher Meetings, group discussions internal exams and participation in extracurricular activities such as sports and cultural events.

For advanced learners, we provide opportunities to excel through participation in competitive exams, advanced study

materials, seminars, virtual labs and projects. They are encouraged to take part in events like the AVISHKAR Research Festival and industrial tours. These learners also benefit from group discussions, scientific model preparation and additional assessments to deepen their knowledge. To build overall confidence, all students are involved in sports, DLLE, NSS and cultural activities, fostering both academic and personal growth.

File Description	Documents
Link for additional Information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735208944-merged_1735208944212.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735208944-merged_1735208944212.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1294	28

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

At RGC, we believe that a student-centric approach to teaching creates a unique, engaging, and impactful learning environment for every student. By prioritizing critical thinking, active involvement, and experiential learning, we aim to nurture a lifelong love for learning.

Our student-centric methodology emphasizes three key aspects:

**Experiential Learning:** This approach fosters personal growth, knowledge retention, critical thinking, practical skill enhancement, and active engagement. To achieve this, we organize workshops, science exhibitions, industrial training, webinars, expert lectures, commercial byproduct preparation activities, skill development courses, orientation programs and

various celebrations.

**Participative Learning:** Encouraging students to become motivated, engaged, and proactive learners, we facilitate activities such as group discussions, PPT presentations, quizzes, projects, seminars, debates, NSS and DLLE programs, cultural events, bridge courses, and parent-teacher meetings (PTM).

**Problem Solving:** To build confidence, creativity, resilience and decision-making skills, we focus on activities that enhance analytical and reasoning capabilities. These include case studies, research initiatives, assignments, Q & A sessions, practical exercises and theoretical analysis through access to resources like the central library.

Through these methods, we aim to empower students to achieve success and satisfaction in academics and beyond.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735286317-merged_1735286317595.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735286317-merged_1735286317595.pdf</a>

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

Teachers leverage ICT-enabled tools to enhance the effectiveness of teaching and learning, creating a dynamic, engaging, enriched, personalized and collaborative educational experience.

These technologies make learning more interactive and enjoyable. By incorporating elements like games, animations, videos and multimedia presentations, teachers make lessons more appealing and capture student's interest effectively.

These tools facilitate teamwork by enabling students to collaborate on projects and assignments, regardless of their physical location. Online discussion forums, collaborative

tools like google classroom and Whiteboard in Zoom and video conferencing platforms such as Google Meet, Zoom and Teachmint make virtual collaboration seamless and productive.

It provides students access to a wide range of educational resources, including multimedia content, online databases and e-books. This enables teachers to tailor their instruction to meet individual learning needs while allowing students to learn at their own pace and in their preferred style.

ICT tools streamline the process of delivering timely and constructive feedback. Teachers use digital assessment platforms to offer immediate feedback on quizzes, tests and assignments, helping students identify areas for improvement and enhancing their learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-3-2.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-3-2.pdf</a>

### 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

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

161

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

The institute emphasizes continuous evaluation to ensure sustainable student performance. A structured and transparent evaluation mechanism, aligned with the University of Mumbai's examination pattern, has been implemented. Internal assessments, theory, and practical exams are conducted at the end of each semester as per the university's directives.

The college examination committee, in coordination with the principal and department coordinators, plans the assessment schedules for First-Year and Second-Year students. Examination timetables are displayed well in advance on notice boards, the college website, and student groups. Answer scripts are evaluated within two weeks, and common errors are discussed in classrooms for student improvement. Malpractices are handled by an unfair means committee, while re-examinations are arranged for students with valid medical reasons.

Teachers are encouraged to adopt diverse assessment modes beyond traditional methods, including online quizzes, poster presentations, street plays, research paper presentations, book reviews, mini-projects, open-book tests, field visits, literary writing, role plays, case studies, group discussions, and working models. These methods ensure a fair and comprehensive evaluation of learning.

While adhering to university guidelines for internal, practical, and theory exams, the institute supplements assessments with regular planned and unplanned class tests, fostering a robust and continuous learning evaluation process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-1.pdf</a>

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

**Mechanism of Internal Assessment**

The internal assessment mechanism is transparent, robust, and adheres to the regulations of the University of Mumbai. The college conducts internal examinations once every semester, while final theory and practical examinations are held at the semester's end.

#### Internal Assessment Structure:

- UG Courses:
  - Internal Examination: 20 marks
  - Assignment, Attendance, and Participation: 5 marks
  - Total: 25 marks
- PG Courses (M.Com):
  - Internal Examination: 30 marks
  - Assignment, Attendance, and Participation: 10 marks
  - Total: 40 marks

#### Practical Assessment:

- Practical Implementation: 40 marks
- Journals: 5 marks
- Viva: 5 marks
- Total: 50 marks

#### Theory Assessment:

- Professional Courses (B.Sc CS, B.Sc IT, BMS, B.Com (A&F)): 75 marks
- FY B.Sc (Mathematics): 75 marks
- Traditional Courses: 100 marks
- M.Com: 60 marks

**External Examinations:** These are conducted as per the University of Mumbai's rules, with TY examination schedules provided by the cluster head.

**Re-Examinations:** Students with valid medical or temporary disability reasons can appear for re-examinations.

The college examination committee ensures proper planning and execution, including timetable preparation, question paper design, invigilation, and timely result declaration. Modern tools like Google Forms for attendance tracking and exam software for mark entry enhance efficiency. Internal and external marks for FY and SY are displayed within 40 days, while TY marks are uploaded on the university portal within the

stipulated timeframe.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-2.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2-5-2.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

The institution adheres to Mumbai University guidelines by prominently displaying and communicating Program Outcomes (POs) and Course Outcomes (COs) for all programs, developed in line with Outcome-Based Education (OBE). POs outline the professional achievements expected of graduates, including knowledge, skills and attributes, while COs specify the disciplinary knowledge and skills students gain upon course completion. COs are crafted by course coordinators in consultation with faculty.

The college adopts OBE and follows a systematic mechanism to communicate learning outcomes. Graduate attributes are introduced to first-year students during induction. Teachers spend time explaining subject relevance and learning outcomes, which are periodically measured. Hard copies of syllabi and outcomes are available in departments. Their importance is highlighted during IQAC and college committee meetings, tutorial sessions and workshops.

Learning outcomes are publicized through various channels, including the website, department notice boards, classrooms, laboratories, library resources, professional body meetings and parent and alumni interactions. Faculty and student awareness is ensured via meetings and tutorials. Laboratory course outcomes are displayed in labs and manuals. Lesson plans link each class to specific COs. This structured approach ensures that POs and COs are effectively communicated and contribute to

a robust teaching-learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The assessment methods for attaining course outcomes include both direct and indirect approaches. Direct methods involve semester examinations (internal and external) in accordance with university guidelines.

To assess the attainment of program outcomes, courses contributing to specific POs are identified, and evaluations are conducted using both direct (internal and external exams) and indirect methods (course end surveys). The overall assessment results are compared with expected levels of attainment, and the PO is considered achieved upon meeting the predefined criteria.

For each course, the attainment level of each CO is compared against predefined targets. If these targets are not met, the course coordinator initiates necessary measures for improvement. If the criterion level is not reached, faculty members suggest improvements to achieve it.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

183

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2.6.3.1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20II/2.6.3.1.pdf</a>

**2.7 - Student Satisfaction Survey**

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

<https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Student%20Satisfaction%20Survey%202023-24.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

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

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

0.79

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20III/3-1-2-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20III/3-1-2-1.pdf</a>

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

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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards**

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

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

1

--

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

34

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Every year, several activities are conducted with the help of students to promote social issues. This allows them to grow more comprehensively. There is the possibility of productive outcomes in collaboration with NSS, DLLE, WDC committees, and departments. NSS: The college has two NSS units, each with a permitted enrolment capacity of 100 students. The NSS Unit's residential camp was organized by the college. In which NSS units adopt villages and work on villagers' social issues as well as execute necessary actions for their subsistence. Swachhta Abhiyan, Plastic waste management, Tree Plantation, National Voters Day, Blood Donation Camp, Aids awareness, Disaster Management, and Commemorative Days such as Republic Day, Independence Day, and National Youth Day are all carried out by the second unit.

DLLE : DLLE prepares students for a greater social commitment and helps to enhance student employability skills. Through community programs, students develop teamwork, leadership abilities, and an understanding of social issues. To that end,

the Rajiv Gandhi College DLLE Unit promotes and encourages students to hold Food Stalls on college premises. Also, we cheer up students to participate in the UDAAN Festival (University Level) to present street plays on countless themes such as women empowerment.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735287816-merged_1735287816259.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735287816-merged_1735287816259.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

20

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

300

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

0

File Description	Documents
e-copies of linkage related Document	<b>No File Uploaded</b>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**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.

Rajiv Gandhi College of Arts, Commerce & Science is committed to providing a comprehensive educational experience, supported by state-of-the-art infrastructure and facilities. The Arts, Commerce, and Science departments operate independently within dedicated blocks, fostering a focused and conducive academic environment. The campus spans an impressive 9,550.581 square meters, offering ample space for academic pursuits, administrative operations, and extracurricular engagements.

The institution boasts 26 well-equipped lecture halls, 4 advanced science laboratories, 2 computer labs housing 115 computers and 3 laptops, and a specialized skill development lab. Teaching methodologies are enhanced through 2 ICT-enabled classrooms and 7 projectors. Additionally, air-conditioned seminar halls with audio-visual aids facilitate high-quality presentations and discussions. The campus is further enriched by facilities such as a library, exam cell, gymkhana, tutorial rooms, faculty offices, and separate common rooms for male and female students.

To ensure operational efficiency, the college is equipped with 10 printers, 7 scanners, and 3 photocopiers. Internet connectivity is robust, with a leased line bandwidth of 50 Mbps supporting seamless digital access.

The college emphasizes the optimal use of resources through innovative teaching practices, structured training programs for staff, and the expertise of dedicated system administrators. Facilities are leveraged for certificate courses, campus recruitment drives etc fostering holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377468-merged_1735377468572.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377468-merged_1735377468572.pdf</a>

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

Rajiv Gandhi College of Arts, Commerce & Science is committed to the holistic development of students by providing well-rounded facilities for cultural activities, sports, and fitness. The institution emphasizes physical activities to enhance students' physical fitness and mental well-being. The college boasts a 2-acre playground supporting various sports such as cricket, volleyball, kho-kho, kabaddi, and mini-football, along with indoor games like Chess, Carrom, badminton and shuttle. The cricket ground is a hub for daily sports activities, promoting teamwork and improving mental and physical health. Intra-college and intercollegiate sports meets are organized annually, with the college cricket team achieving zonal-level championship in the university tournament.

The well-equipped gymnasium is accessible to all students with separate timings for boys and girls. A dedicated fitness center provides opportunities for regular workouts, lifestyle management, and mental clarity, enabling students to focus on academic and personal goals.

Cultural activities are equally prioritized, with a dedicated cultural committee organizing events like debates, rangoli, mehendi, painting, essay writing, drama, and musical performances. Celebrations such as Annual Day, Shivaji Jayanti, and other festivals enrich the campus experience. Students actively participate in inter-institutional cultural and sports competitions, supported by continuous investments in

**infrastructure and resources.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377525-merged_1735377525835.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377525-merged_1735377525835.pdf</a>

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

13

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377787-merged_1735377787820.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735377787-merged_1735377787820.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

102.12

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<b>No File Uploaded</b>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library at Rajiv Gandhi College of Arts, Commerce & Science is located on the 6th floor of the main building and is a hub of academic resources. It houses 12,379 textbooks, 895 reference books, 41 journals, 186 e-journals, 56 CDs and videos, and 7 newspaper and magazine subscriptions, catering to both students and faculty. The library is automated using an Integrated Library Management System (ILMS), ensuring efficient management of book entries, issues, renewals, returns, and user records. Barcoding of books enables seamless tracking and access.

The library offers 11 dedicated computers for students to access e-resources, including e-books, e-journals, and databases through remote access. Subscriptions such as N-LIST provide extended digital content for research and learning. The library's facilities are under CCTV surveillance for security and monitoring purposes.

A department library in each academic department supplements the main library, providing immediate reference materials for staff and students. Library users are issued library cards for convenient access to resources, categorized by title, author, and publisher. With its extensive physical and digital collections, the library serves as a vital resource for academic excellence and research enrichment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_1735378276885.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_1735378276885.pdf</a>

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**1.79**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	<a href="#">View File</a>

**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**

**9502**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Our institution prioritizes the maintenance and continuous improvement of its IT infrastructure to support academic and non-academic activities. The campus offers seamless Wi-Fi access throughout, ensuring uninterrupted internet connectivity for both students and staff. Desktop computers are integrated into the campus network, providing efficient access to essential academic resources. Smart classrooms are equipped with LCD projectors to enhance interactive learning experiences.

To stay current, all software is regularly updated, ensuring compatibility with modern educational tools. The procurement process for new IT infrastructure or upgrades involves HODs submitting requests to the Principal and Management. Once approved, competitive quotes are sourced from multiple vendors, and a comparative analysis is submitted for final approval. Librarians coordinate with teachers to ensure smooth implementation.

Routine maintenance is carried out by external vendors during the warranty period, with in-house technical teams managing post-warranty servicing. In case of technical issues, external experts are engaged with Principal and Management approval.

ICT plays a crucial role in institutional operations, with computers formatted regularly, free of charge by computer operators, and anti-virus software installed on all systems. Wi-Fi access is available to both students and staff, ensuring the widespread use of digital tools in classrooms and laboratories, fostering an enriched learning environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_1735378276885.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378276-merged_1735378276885.pdf</a>

#### 4.3.2 - Number of Computers

**108**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

**102.12**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Systems and Procedures for Maintenance and Utilization of Facilities**

Rajiv Gandhi College has robust systems to maintain and utilize its physical, academic, and support facilities effectively.

**Laboratories:** Well-equipped labs for Chemistry, Physics, Biology, Computer Science, and IT are maintained under departmental supervision. Requirements are approved by the Principal and CDC, with maintenance outsourced to specialists.

**Library:** A library committee manages resource procurement, subscriptions, and circulation. IT systems are maintained by lab assistants, and students use library cards to access resources.

**Computers:** Computer labs and departmental systems are maintained by lab assistants. Repairs and upgrades are conducted pre-semester, with lab usage scheduled in advance.

**Classrooms:** Classrooms are ventilated, equipped with necessary amenities, and regularly cleaned. Maintenance needs are communicated by the infrastructure committee to the Principal for approval.

**Sports Facilities:** A dedicated sports complex, gym, and yoga center are managed by a physical instructor. Equipment needs are approved by the sports committee, which organizes annual events.

**Auditorium:** The air-conditioned auditorium is equipped with

modern facilities, maintained by technicians, and booked via the Principal.

**Other Facilities:** The college ensures regular maintenance of seminar halls, common rooms, NSS room, and IT systems through CDC oversight and long-term vendor contracts. These practices support an optimal academic and extracurricular environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378454-merged_1735378454226.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735378454-merged_1735378454226.pdf</a>

## 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**

18

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

<b>4</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735553628-merged_1735553628356.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735553628-merged_1735553628356.pdf</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>2607</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>2607</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**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**

**54**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
42	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
nil	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	
01	

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 institution actively promotes holistic student development and engagement through diverse cultural, health, environmental, academic, and skill-building activities.

Health and well-being are prioritized through impactful activities like Tree Plantation, International Yoga Day, Cleanliness for Seva, a Guest Lecture on HIV Awareness, Blood Donation Camps during Founder's Day, AIDS Awareness Rallies, Polio Drives, Water Day Celebrations, and Health Check-up Camps, fostering awareness and community participation.

Cultural initiatives include an International Webinar on World Sanskrit Day on Shraavan Pournima, the Screening of the History of Hindi Language Documentary, a Hasya Kavi Sammelan during Hindi Bhasha Diwas, the Celebration of Vachan Prerna Diwas to honor Dr. A.P.J. Abdul Kalam with a Book Fair Exhibition and Online Intercollegiate Quiz Competition, as well as Story telling Competitions and Marathi Bhasha Diwas featuring a Poem Recitation Competition dedicated to poet Vishnu Vaman Shirwadkar.

To enhance technical competencies, the institution organizes Academic Projects on Game Programming, Guest Lectures on E-Waste Management and Data Science, and training programs in Computerized Accounting with Tally, equipping students with hands-on ICT skills.

Soft skill development is emphasized through workshops such as Retail Management, Campus-to-Career Programs, Mastering

Effective Communication Skills, and courses like Foundations of Computing and Software Development. The initiative Read and Reflect Through Reference Books encourages critical thinking and intellectual growth.

These diverse activities reflect the institution's commitment to student representation and engagement, nurturing leadership, technical expertise, and civic responsibility while creating opportunities for holistic personal and professional growth.

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

14

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

Alumni play a pivotal role in the growth and development of their alma mater, fostering a dynamic connection between past and present students. Platforms like Prarrambh enable alumni to

engage meaningfully, inspiring and guiding current students while maintaining a sense of continuity. Their involvement extends to impactful social initiatives, such as organizing Blood Donation Drives and participating in AIDS Awareness Rallies, reflecting their dedication to addressing critical societal challenges.

Alumni contributions are equally significant in the NSS Camp, where former volunteers return to mentor students. By leading community projects and conducting awareness sessions, they enhance the program's impact, promoting social service, leadership, and teamwork. Beyond community efforts, alumni actively support students' academic and professional growth through Guest Lectures. These sessions provide insights into industry trends, career guidance, and real-world applications of academic knowledge. Alumni also create networking and mentorship opportunities, helping students bridge the gap between education and the professional world.

Through their diverse contributions, alumni strengthen the institution's mission, inspire students, and reinforce its values. Their engagement in activities like Prarrambh, social initiatives, and academic programs ensures their legacy continues to shape and inspire future generations while nurturing a strong bond with their alma mater.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

The Governing body and College Development Committee is in charge of everything in the institution above the Principal. The Principal is in charge of administration and actively participates in planning and directing all college activities. Both teaching and non-teaching faculty members take part in a number of committees of the institution as well as extracurricular and curriculum activities.

The coordinators and heads of departments oversee the operations of their departments. To ensure the department runs smoothly, they are permitted to collaborate with experts of that subject to influence students to get exposure of industrial environment. Departments at all levels receive support and encouragement from the administration. Intentional leadership is provided by the department head in cooperating with the administration and teachers. All faculty members are encouraged and supported by the principal and administration, which also offers a democratic and equal setting where all duties may be effectively handled.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-1-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-1-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The principal is the academic leader of the institution. Each staff member has an equal sharing of the academic year's responsibilities. The Governing body and College Development Committee grants the principal sufficient power for managing the institution's operations in order to achieve the institution's vision and mission.

Committees are created to oversee all activities during the academic year in order to conduct various kinds of academic curricular and co-curricular activities. To ensure transparency

in the way all of the operations are carried out, the committee list is provided at the start of the year. Faculty members are informed of their necessary responsibilities through regular staff meetings. Before reaching a decision, the principal meets frequently with both teaching and non-teaching staff to discuss various kinds of concerns.

Every employee will have full participation in this participative decision-making process. In order to increase the efficiency and effectiveness of the institutional process, the administration welcomes ideas from all employees and encourages their participation.

### 6.2.1

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735474014-merged_1735474014450.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735474014-merged_1735474014450.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a perspective plan that include :

1. Coordinating a range of Workshops / Seminars / Conferences at National / International Level.
2. Expanding student intake capacity for current courses and enhancing student enrollment.
3. Focusing on collaboration with local enterprises and Social Organizations / Educational Institutions to widen the job opportunities.
4. Fostering innovative and creative approaches to academic delivery through the efficient use of technology.
5. Emphasizing easy access to technology and information retrieval on contemporary and pertinent topics for faculty and students.
6. Enabling Future Prospects in Research and Development via ICT
7. Arranging more programs on Gender-Equality and Voters Awareness.
8. Executing initiatives that support government programs

and scholarships

9. Establishing more MOU linkages that can benefit students
10. Inspiring students to pursue field projects / internships.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-1.pdf</a>
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.

In accordance with the institutional goals, the committees are established at the beginning of the academic year and given assignments for the curricular activities that will improve each student's overall development.

The department heads make sure that the plans that the principal shares with them are carried out in a systematic manner. The implementation of plans of the college are overlooked by the Principal.

Ensuring all operations are properly conducted, with the help of feedback from conveners, teaching and non teaching staff, Heads of Departments.

To ensure that all operations are carried out smoothly and in accordance with the regulations of academic bodies and the government, administrative committees are established for exams, scholarships, purchases, discipline, sports, admissions, libraries, etc. When necessary, the committees headed by senior faculty members provide guidance for the necessary function.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735305370-merged_1735305370231.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735305370-merged_1735305370231.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-2%20Organogram.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-2-2%20Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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 interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

The college prioritizes the well-being and professional growth of its employees through comprehensive welfare initiatives. Teaching and non-teaching staff benefit from summer and winter vacations, ensuring ample time for rest. Female employees are entitled to 180 days of maternity leave, with an option for unpaid continuity. Leave policies include 15 days of casual leave, 10 days of medical leave, one month of earned leave for non-teaching staff, and special leave during the Ganpati festival.

To promote professional development, the college provides paid

leave for attending FDPs, orientation, and refresher courses. Travel allowance (TA) and duty allowance (DA) are extended to staff participating in programs on behalf of the college. Additionally, expenses for research paper publication and conference participation are reimbursed to encourage academic contributions.

A canteen facility ensures convenient access to quality food, while compensatory off is offered to prevent burnout. Staff achievements and birthdays are celebrated to foster a sense of belonging. An award system recognizes excellence in teaching and administrative performance, including the Best Teacher Award

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

19

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

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

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

5

File Description	Documents
IQAC report summary	<b>No File Uploaded</b>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The college follows a structured appraisal policy to promote**

professional growth and fairly recognize faculty contributions. Faculty members receive an annual minimum increment of 10%, with promotions aligned to institutional regulations. The Principal and management actively monitor staff performance, ensuring accountability and assigning responsibilities based on individual expertise and merit.

Regular staff evaluations are conducted in meetings where the Principal provides constructive feedback, fostering continuous improvement. Appraisals consider key factors such as experience, performance, dedication, and innovative thinking. Faculty members with exceptional contributions are rewarded and recognized, promoting a culture of excellence.

To celebrate achievements, outstanding faculty are honored with awards during Founders' Day, acknowledging their exemplary service.

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

#### 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

Internal audit is conducted by the institution; its primary focus is on improving internal processes and ensuring that financial operations are efficient and effective. Ensuring compliance, detecting and preventing fraud, errors and inefficiency, providing recommendations for improvement wherever needed.

Verification of records, risk assessment, monitoring budget, and asset verification are all done in an internal audit.

Throughout the year, the college closely adheres to financial audits. The management is presented with audit reports. S. Pratap Singh & Co. does an external audit of the college.

All the processes in the college is strictly monitored by the principal. Copies of the audit report are kept for future

reference at the college. Finance-related documents are verified by them.

If there are any queries, the documents are submitted to the college for clarification.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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)

1,47,330

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Effective fund mobilization and resource utilization are essential for institutions to achieve their goals while maintaining financial sustainability.

Optimal utilization of resources can be done with the help of proper budget planning and monitoring, energy conservation, effective use of infrastructure, and digital transformation, resource sharing, periodic maintenance, sustainability,

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-3.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-4-3.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

The following are some of the quality assurance initiatives that the institution's IQAC has started to improve the institution's quality:

Organizing national-level seminars and workshops for students and faculty. There are now a number of skill-building courses available. Participation in conferences, workshops, seminars, orientations, and refresher courses pertaining to research and the teacher-learning process is encouraged and supported for all faculty members.

For students, the college administration offers a concession facility. The college's local fund provides financial assistance to students in need.

Every member of IQAC contributes ideas for curriculum reform and better implementation during regular meetings, which are chaired by the principal and have a set agenda.

Additionally, the institution offers a venue for students to take part in seminars, debates, competitions, and other events at both the intra- and inter-collegiate levels. All teachers are encouraged to employ audio-visual teaching aids, charts, models, and other resources to facilitate effective teaching-learning processes.

File Description	Documents
Paste link for additional information	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-5-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VI/6-5-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution reviews its teaching and learning process, structure, and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are:

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of the teaching learning process. All the students are allowed to give feedback on faculty, teaching, learning process and evaluation. Teachers if evaluated with low performance, they instructed accordingly after evaluating the feedback from students. The whole process is being guided by IQAC and faculty members were involved in it.

2. Coordinator monitoring: The HOD and Coordinator monitors on Academics and conducts regular visits to the classes regarding the regularity and punctuality of class work. The Principal is informed on a daily basis.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students.

4. Syllabus Monitoring: The principal keeps vigil on the completion of syllabus and ascertains information regarding the syllabus completed, so that the prescribed syllabus is completed within stipulated time.

File Description	Documents
Paste link for additional information	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735203989-merged_1735203989948.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735203989-merged_1735203989948.pdf</a>
Upload any additional information	<b>No File Uploaded</b>

<b>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)</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735206085-merged_1735206085954.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735206085-merged_1735206085954.pdf</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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**

The institution implemented targeted initiatives to promote gender equity, aiming to raise awareness and foster a supportive environment for students, faculty, and staff. Key activities were designed to address gender sensitivity, health, safety, and emotional well-being.

On 2nd August 2023, the year's activities commenced with an Orientation role for women development cell educating new members on the importance of inclusivity and respect. This was followed by a Seminar on Women's Hygiene on 4th August 2023, addressing essential women's health issues and challenging menstrual health stigmas.

A Guest Lecture on Polycystic Ovarian Syndrome (PCOS) was held on 14th September 2023, emphasizing early detection and management of this prevalent condition. On 24th January 2024, an Awareness Program on Cervical Cancer was conducted, stressing the need for prevention and regular screenings.

A Talk on Stress Management was organized on 29th January 2024, focusing on coping strategies tailored to women's unique stressors. On 9th March 2024, during a District Level Workshop on Women Safety and Self-Defence, Police personnel and an Advocate of the Bombay High Court guided girls on their rights and safety, equipping them with essential legal knowledge and self-defense skills.

File Description	Documents
Annual gender sensitization action plan	<a href="https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VII/7-1-1.pdf">https://setrgc.edu.in/wp-content/uploads/PDFs/2023-24/Supportive%20Documents%20for%20AQAR%202023-24%20Criteria%20VII/7-1-1.pdf</a>
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	<a href="https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735294094-merged_1735294094904.pdf">https://dev-learnqoch.s3.ap-south-1.amazonaws.com/naac/1735294094-merged_1735294094904.pdf</a>

<b>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</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college has actively implemented the 3Rs—Reduce, Reuse, and Recycle—to make a positive impact on waste reduction and environmental protection on its campus. These efforts are part of the institution's commitment to sustainable waste management.

A Memorandum of Understanding (MOU) for E-Waste Management was signed with an Environment Consultant to conduct awareness sessions and engage students through competitions aimed at sensitizing them to the proper disposal and management of electronic waste.

**Reduce:** The college prioritized repairing equipment instead of replacing it whenever feasible, minimizing waste generation and promoting resource conservation.

**Reuse:** Under the Swachh Bharat Abhiyan, a Dustbin Making Activity was organized where volunteers crafted dustbins from waste materials and distributed them around the campus. An awareness program on Dry-Wet Waste Segregation was also conducted. Students creatively repurposed unused notebook pages into beautifully decorated notebooks, which were donated to students of a local charity-run school.

**Recycle:** The college actively recycles used printer cartridges and other office supplies, ensuring these items are collected and repurposed appropriately. The NSS organized a Cloth Bag Preparation Training Session, where students made cloth bags from discarded fabrics and distributed them to vendors and shops in Vashi's Sector 9/10A area, promoting a shift away from plastic use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<b>No File Uploaded</b>
Geo tagged photographs of the facilities	<b>Nil</b>
Any other relevant information	<a href="#">View File</a>

<b>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</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of Bicycles/ Battery powered vehicles</b></li> <li><b>3. Pedestrian Friendly pathways</b></li> <li><b>4. Ban on use of Plastic</b></li> <li><b>5. landscaping with trees and plants</b></li> </ol>	<b>C. Any 2 of the above</b>

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and</b>	<b>C. Any 2 of the above</b>

**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**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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 actively fosters an inclusive environment by promoting tolerance and harmony across cultural, regional, linguistic, communal, and socioeconomic diversities. Through its signature socio-cultural festival, Prarrambh Navi Mumbai, the institution celebrates literary arts, fine arts, performing arts, and sports over five days, encouraging students from diverse backgrounds to participate. The festival highlights classical and semi-classical dances, promoting cultural heritage, and embraces linguistic diversity by incorporating English, Hindi, and Marathi, ensuring inclusivity and respect for all linguistic groups.

The institution also organizes sessions on financial literacy, covering topics like "Mutual Funds," "Investment Opportunities," and "Social Security Schemes in India", aimed at empowering students from diverse socioeconomic backgrounds to make informed financial decisions.

In terms of community outreach, the college's "Payback to Society" initiative supports underprivileged communities through notebook distribution to needy students, activities for HIV-infected children, and spending time with senior citizens in old age homes. The DLLE and NSS Units further strengthen inclusivity through activities such as beach cleaning, blood donation drives, adult education, and food distribution, addressing the needs of marginalized groups.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution takes significant steps to sensitize students and staff to constitutional values, rights, duties, and responsibilities through various educational and awareness programs. On Constitution Day, the DLLE unit coordinator

delivered an insightful address, emphasizing the core values of the Indian Constitution and the Fundamental Rights and Duties of citizens, fostering a deeper understanding of civic responsibilities. As part of Azadi Ka Amrit Mahotsav, a poster-making competition was organized on Partition Horrors Remembrance Day, highlighting the struggles and sacrifices made during India's independence, instilling a sense of patriotism among participants.

To promote awareness about human rights, the DLLE unit conducted a Human Rights Awareness Campaign on International Human Rights Day, educating students on their rights and responsibilities. The NSS unit organized a Voter's Awareness Campaign, which included an EVM demonstration, encouraging youth participation in the democratic process. Additionally, a Tiranga Rally and felicitation of local freedom fighters were held, inspiring students to value national unity.

Through lectures, campaigns, and interactive sessions, including the Gandhi Jayanti Lecture Series and the National Youth Day Seminar, the institution ensures that students and staff are not only aware of their constitutional obligations but are actively engaged in promoting these values within the community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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

**1. Founders' Day (4th September)**

It is celebrated annually to honor the legacy of Dr. Kunwar Haribansh Singh Ji, the esteemed founder of the college. The day is marked by a tribute to the founder, speeches and cultural Activities.

**2. Chhatrapati Shivaji Maharaj Jayanti (19th February):** The college commemorates the birth of the great Maratha king and warrior. Students participate in cultural programs, including skits and presentations.

**3. "Vachan Prerna Divas" (15th October):** The birth anniversary of Dr. A.P.J. Abdul Kalam, former President of India, is celebrated as "Vachan Prerna Divas" to promote the love of reading among students.

**Cultural and Traditional Fest**

**1. Navratri and Garba Celebrations:** During the festival of Navratri, the college organizes a Garba event where students and faculty in traditional folk dances.

**2. Hindi Bhasha Diwas - 14 Sept**

The college organizes various events, speeches, and cultural programs, about cultural and national importance among students and faculty.

## International Commemorative Days and Event

1. **International Yoga Day (21st June):** The college celebrates International Yoga Day with yoga sessions by trained instructors. Students & faculty, learning about benefits of yoga.

2. **World's Sanskrit day ( 31August):**

College organizes various activities such as lectures, workshops, and cultural programs.

3. **International Water Day -(22 March ):-** Celebrates with awareness programs, exhibitions, and activities promoting water conservation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice - I

**Title: "Skill Enhancement and Employability Programs"**

**Objective:** To enhance students' employability by equipping them with industry-relevant skills, communication abilities, and soft skills through a series of free courses and workshops.

**The Practice:** The college runs many free skill enhancement courses, focusing on areas such as communication, soft skills, and industry-specific technical skills. These courses are designed to boost employability and include:

- Soft Skills and Communication Training
- Technical Skills Training
- Career Placement Cell
- Bridge Courses for First-Year Students
- Remedial Classes and Doubt Clearing Sessions

**Best Practice - II**

**Title:** "Green Club for Environmental Sustainability"

**Objective:** To promote environmental awareness and sustainability among students, faculty, and staff through the statutory Green Club, which focuses on creating an eco-friendly campus and educating the community on sustainable practices.

**The Practice:** The Green Club conducts a range of activities aimed at fostering a culture of sustainability:

- **Energy Conservation Awareness:** The college runs regular awareness campaigns encouraging students and staff to switch off electric equipment when not in use, aiming to reduce overall electricity consumption.
- **Waste Management:** The college has implemented a color-coded waste segregation system, using red, blue, and green bins for different types of waste.
- **E-Waste Collection and Recycling**
- **Vermi-Composting**
- **Environmental Awareness Activities:** The Green Club organizes tree plantation drives, campus clean-ups, and environmental seminars to engage students in sustainability issues.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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

College has carved a unique identity through its to community welfare. One of its most remarkable initiatives is its collaboration with Desire society. an NGO committed to the care and support of HIV - infected children in Vashi, Sector 29.

This partnership goes beyond mere charity, as it actively engages the college community - students, faculty, and staff - in meaningful service. The college organizes regular visits, donation drives, and volunteering activities, which not only provide essential resources but also foster a compassionate connection with these children.

In addition to supporting HIV-infected children, Rajiv Gandhi College extends its philanthropic reach to cancer patients and economically disadvantaged students. The institution organizes awareness campaigns, fundraiser, and health support initiatives to assist cancer patients. For underprivileged students, financial aid programs, scholarship, and academic assistance are made available, ensuring no one is left behind due to economic barriers.

This deep-rooted commitment to social welfare aligns with institution's broader mission of holistic education. By integrating service to society with academic learning, Rajiv Gandhi College cultivates not only intellectual growth but also emotional intelligence and social responsibility among its students. These efforts shape students into compassionate, community-oriented leaders prepared to contribute meaningfully to society.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. Implementation of NEP in UG Courses.
2. Construction of Two Computer labs with Capacity of 30 Each.
3. ICSSR Sponsored Conference/seminar.
4. More Outreach Program from NSS
5. Updation of Library.
6. Organising FDP
7. New UG Courses for BBI and Mass Media.

**8. Application for 2F AND 12 B Status**