



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MAHATMA GANDHI MISSION'S COLLEGE OF COMMERCE

MGM EDUCATIONAL CAMPUS, SECTOR-1, AT JUNCTION NH4, OPP SION
PANVEL EXPRESSWAY, KAMOTHE, NAVI MUMBAI
410209

www.mgmcoc.org

SSR SUBMITTED DATE: 15-09-2023

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mahatma Gandhi Mission's College of Commerce was established in 2005 as part of the Mahatma Gandhi Mission's educational institutes. The college offers a bachelor's degree program in Management Studies. It is affiliated with the University of Mumbai.

At Mahatma Gandhi Mission's College of Commerce, we strongly believe in upholding the ethos and values of the Indian management system. Our goal is to provide a holistic development approach to our students.

Vision:

To provide quality management education by way of teaching research and training which promotes confidence in the students to move higher plane of excellence and business vision.

To inculcate values of Trust, Honesty, Respect, Integrity, Service to others, Team Work, Safety, Dedication and Accountability among the students.

Mission:

To produce outstanding managers not only for our country, but also for the global village with broad based knowledge, analytical thinking, team spirit and improve interpersonal skills necessary to face the challenges of today's and tomorrow's management successfully.

Objective:

To serve the downtrodden and marginalised by providing them access to quality education.

To help students meet the demand of Job market.

To make the students competent, accountable and civilized citizens.

Vision

To provide quality management education by way of teaching research and training which promotes confidence in the students to move higher plane of excellence and business vision.

To inculcate values of Trust, Honesty, Respect, Integrity, Service to others, Team Work, Safety, Dedication and Accountability among the students.

Mission

To produce outstanding managers not only for our country, but also for the global village with broad based knowledge, analytical thinking, team spirit and improve interpersonal skills necessary to face the challenges of today's and tomorrow's management successfully.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Mahatma Gandhi Mission's College of Commerce boasts several key strengths and initiatives that contribute to its success:

1. Renowned, Supportive, and Visionary Management
2. Qualified and Dedicated Teaching and Non-teaching Staff
3. Efficient Leadership and Transparent Governance
4. Strategic Location
5. Network with NGOs/Agencies through Tie-ups and MOUs
6. Extension Activities and Outreach Programmes are conducted

These strengths and initiatives collectively contribute to the all-inclusive development of students.

Institutional Weakness

1. Limited Scope of activities as limited number of programmes being run which are declared as permanently un-aided.
2. Higher Student-Teacher ratio which is due to University / State government admission policy.
3. Appointment of faculties on temporary basis.
4. Mostly students are poor in English as they come from vernacular background.

Institutional Opportunity

- To Start Multidisciplinary-Interdisciplinary academic Programmes
- To Start new professional courses under National Skill Development Corporation (NSDC).
- Strengthening Industry-College interface.
- To start spoken English / foreign language courses for the students of vernacular students

Institutional Challenge

- Mahatma Gandhi Mission's College of Commerce has implemented various strategies to address the following goals:

- **Generation of Funds for Infrastructure Development:** To generate funds, the college may engage in activities such as seeking grants, sponsorships, and donations from alumni, industry partners, and other stakeholders.
- **Academic Support for Students with Weak Academic Backgrounds:** To ensure their success, the college provides additional academic support through remedial classes, mentoring programs, and personalized guidance.
- **Better Job Opportunities for Students:** Mahatma Gandhi Mission's College of Commerce aims to enhance job opportunities for its students across various sectors.
- **By focusing on these goals,** Mahatma Gandhi Mission's College of Commerce strives to create a conducive environment that supports infrastructure development, academic success for all students, and enhanced job opportunities. These efforts aim to equip students with the necessary skills, knowledge, and resources to excel in their chosen fields and achieve their career aspirations.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Mahatma Gandhi Mission's College of Commerce, affiliated with the University of Mumbai, offers the Bachelor of Management Studies (BMS) program that follows the Choice Based Credit Grading System (CBGS) as per UGC and affiliating university guidelines. The college maintains a well-planned academic calendar for curricular and co-curricular activities, with records of teaching and learning activities preserved by faculty. Monitoring is ensured through departmental meetings and meetings with the Principal.

In addition to the curriculum, Mahatma Gandhi Mission's College of Commerce emphasizes the importance of value orientation, gender sensitivity, environmental consciousness, and social responsiveness among students through various extra-curricular activities. The institution organizes programs and activities that promote these values and perspectives, helping students develop a well-rounded personality.

The college also offers program-specific Add-on Courses and Certificate Programs in collaboration with external agencies, such as the Anudip Foundation, Infoage Tech, and M.S Studio through Memorandums of Understanding (MoUs). These partnerships provide students with professional orientation and enhance their competence in a global context.

By integrating the extra-curricular activities and professional collaborations, Mahatma Gandhi Mission's College of Commerce aims to prepare students not just academically but also ethically, socially, and professionally, ensuring they are well-equipped to succeed in a globalized world.

Teaching-learning and Evaluation

Mahatma Gandhi Mission's College of Commerce is dedicated to providing quality education to students from

all backgrounds, including those from economically disadvantaged and socially backward segments of society. The college follows a reservation policy for admissions as mandated by the State Government of Maharashtra and University of Mumbai, ensuring equal opportunities for all students. By offering education at a minimal cost, the college strives to uplift the standards of students and promote social inclusivity.

Research, Innovations and Extension

Mahatma Gandhi Mission's College of Commerce currently offers the Bachelor of Management Studies (BMS) undergraduate course. It plans to introduce more courses in the same stream. As a self-funded institution, the college does not receive any grants. Although it does not have research centres, it encourages innovation and incubation through activities conducted under the IDEA Club for students.

Infrastructure and Learning Resources

- The campus of Mahatma Gandhi Mission's College of Commerce spans across a plot of 20 acres. The built-up area of the college is approximately 10000 square feet.
- As part of its ongoing efforts to enhance the learning environment, Mahatma Gandhi Mission's College of Commerce is equipped with three ICT-enabled classrooms. These classrooms are equipped with the necessary technological infrastructure to facilitate interactive and engaging learning experiences for the students.
- Mahatma Gandhi Mission's College of Commerce is well-equipped with ICT facilities. Currently, the college has 50 computers (40 in students Lab), 2 laptops, 3 LCD projectors, and LMS software to meet the technological needs of the students and faculty.
- All computers of the college are interconnected with LAN facility and secured with centralised Firewall facility.
- The college has provision of internet connection of 1GbPS Bandwidth (Fibre Optic backbone) from the parent organization.
- The college has upgraded its institutional website www.mgmcoc.org

Student Support and Progression

Mahatma Gandhi Mission's College of Commerce places great importance on its students and strives to shape them with global competence. The institution encourages students and provides skill development opportunities to help them excel academically and develop essential competencies. This approach ensures that students are well-prepared to face the challenges of the modern world.

The institution provides financial assistance to meritorious students from SC/ST categories and economically weaker sections through government and institutional scholarships. This support ensures that deserving students have equal access to educational opportunities and helps create an inclusive environment.

Other needy students who don't come under these sections are given fee waiver by the management. The

institution ensures the active participation of the alumni in varied cultural events and academic programmes.

The Institution has an anti-ragging and grievance redressal cell to look into these matters, if any. Computing skills are inculcated among students by providing required training and ICT facilities in Labs and classrooms. The admission cell counsels the prospective students regarding the programmes and faculties and spare the awareness among the students to be friendly with new comers.

Governance, Leadership and Management

At Mahatma Gandhi Mission's College of Commerce, there is a strong and considerate management team that promotes excellent coordination with the College Development Committee, Principal, and staff members. This collaborative approach ensures effective decision-making and a productive work environment.

The institute Governing Body decentralizes administration by appointing management representatives on the College Development Committee. This ensures effective decision-making and a comprehensive approach to address the institution's needs.

The college promotes decentralization and participative management through involvement of all its stakeholders. The Principal, IQAC Co-ordinator, HODs and support staff look after academic and administrative leadership of the college. The college follows the policies framed by UGC, State Government of Maharashtra, University of Mumbai, and the Parent Institution.

Institutional Values and Best Practices

At Mahatma Gandhi Mission's College of Commerce, we embrace the ethos and values of the Indian management system, integrating them with science, knowledge, and technology. Our commitment to excellence is demonstrated through our focus on the holistic development of our students.

The college has implemented following two Best Practices successfully during the assessment period.

Best Practice #1

Title: "Women Empowerment"

Objectives of the Practice

- Gender Equality
- Economic Empowerment Education
- Social and Political Participation
- Ending Violence and Discrimination

Best Practice #2:

Title: "Enhancing Critical Thinking Skills in Students through Interactive Workshops, Seminars & Add-on Courses"

Objectives of the Practice

- Enhancing students' knowledge.
- Developing students' skills.
- Fostering personal growth in students.
- Providing networking opportunities for students.
- Exposing students to new ideas and perspectives.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHATMA GANDHI MISSION'S COLLEGE OF COMMERCE
Address	MGM Educational Campus, Sector-1, At Junction NH4, Opp Sion Panvel Expressway, Kamothe, Navi Mumbai
City	Navi Mumbai
State	Maharashtra
Pin	410209
Website	www.mgmcoc.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Chaitali Avinash Gadekar	022-27433006	9833309876	-	mgmcoc@gmail.com
IQAC / CIQA coordinator	Sonia Mohit Pant	-	9320161601	-	soniapant55@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	MGM Educational Campus, Sector-1, At Junction NH4, Opp Sion Panvel Expressway, Kamothe, Navi Mumbai	Urban	20	881.7

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BMS,Commerce	36	HSC or Equivalent	English	60	59

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				1				8			
Recruited	0	0	0	0	0	1	0	1	4	4	0	8
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	2	5	0	7
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	0	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	3	0	7
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	36	0	0	0	36
	Female	19	4	0	0	23
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	2	4	1	2
	Female	2	2	3	3
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	2	3	2	7
	Female	2	3	2	3
	Others	0	0	0	0
General	Male	16	19	31	28
	Female	20	20	10	8
	Others	0	0	0	0
Others	Male	2	2	4	3
	Female	0	0	1	0
	Others	0	0	0	0
Total		46	53	54	55

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The University of Mumbai is actively promoting interdisciplinary learning in line with the Vision of the National Education Policy. It has established interdisciplinary centres and proposed an
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	<p>interdisciplinary curriculum, giving students the freedom to choose courses from a range of programs. These initiatives aim to provide quality education and develop well-rounded global citizens. Mahatma Gandhi Mission's College of Commerce has adopted the University of Mumbai's policy of including multi-disciplinary and inter-disciplinary courses as electives in its academic programs. This allows students to have maximum flexibility in choosing their elective courses. The college is also actively working towards implementing the guidelines outlined in the National Education Policy, in accordance with the regulations set by the University of Mumbai and the Government of Maharashtra. These efforts aim to provide students with a well-rounded education and align with the evolving needs of the education sector.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>The college is affiliated with the University of Mumbai and follows the choice-based credit grading system for its programs. This system, implemented in collaboration with the Higher Education Department, Government of Maharashtra, allows students to accumulate and transfer credits across various courses and programs. The Academic Bank of Credits ensures a smooth credit transfer process, giving students the flexibility to design their academic journey according to their interests and goals. The college actively participates in this system to support its students in making the most of their educational opportunities. The University of Mumbai has established specific credit values for each course. The college's examination committee retains the academic credits earned by students in each semester and uploads them onto the university portal after the declaration of semester results. The university digitally stores the academic credits earned by students across various courses, which are used for the declaration of the final results of the degree program. These stored credits can be utilized for credit transfers for students who wish to take advantage of multiple entries and multiple exits, as envisioned in the National Education Policy (NEP). The Department of Examination and Evaluation Board of the University of Mumbai preserves the Academic Bank of Credits (ABC) and provides technical support for its implementation.</p>
<p>3. Skill development:</p>	<p>The institution has partnered with Anudip</p>

	<p>Foundation, an NGO, and Berkeley's to offer skill-oriented courses for students. The University of Mumbai has also introduced skill-based syllabi and Skill Enhancement courses at the undergraduate level. These courses are designed as per the recommendations of the UGC and NSQF to enhance students' technical skills, soft skills, and employability. The college aims at providing quality vocational education combining class room formal education and training with Industry experts. The focus is towards creating employability amongst the youth.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Since its establishment in 2005, the college has been promoting the Indian Knowledge System. Classroom interactions are conducted in Marathi and Hindi, integrating local language, arts, and culture. The college's "Idea Club" organizes programs in Marathi, English, and Hindi to eliminate linguistic barriers. Field trips, study tours, and industrial visits are organized to teach cultural values. The college also celebrates Marathi Bhasha Din, Ganesh Festival, and Holi festival, aligning with the NEP's emphasis on the integration of the Indian Knowledge System</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The college offers undergraduate level programs in Sciences. This program is designed as Outcome Based Education (OBE), taking into consideration both regional and global requirements. The curriculum is aligned with the guidelines provided by the affiliating university and includes clearly stated Program Outcomes, Program Specific Outcomes, and Course Outcomes. The college implements these programs to ensure students acquire the necessary skills and knowledge in their respective fields. The college emphasizes not only domain-specific skills but also social responsiveness, ethics, and entrepreneurial skills in its learning outcomes. The Course Objectives (COs) align with the Program Outcomes (POs) and Program Specific Outcomes (PSOs), ensuring a comprehensive framework. The college collaborates with faculty members and stakeholders to develop the POs and COs for each program and course, following the curriculum provided by the affiliated university. This ensures that the outcomes meet the needs of all stakeholders and are in line with industry and societal requirements.</p>

6. Distance education/online education:	<p>The Covid-19 pandemic has necessitated the use of digital platforms for conducting classes, meetings, and other academic activities in colleges. This shift to online education has effectively overcome geographical barriers, allowing experts and students to interact regardless of distance. The pandemic has highlighted the importance of online education, prompting the institution to enhance its ICT facilities on campus. This ensures that all students have remote access to educational resources and opportunities. The following ICT facilities are initiated by the college as prerequisites of distance / online education ensure its preparedness for NEP: Wi-Fi facility with 100 MBPS bandwidth, upgrading ICT facility by procuring new computers and laptops, Creating PowerPoint presentations and study materials in soft forms.</p>
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Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	No
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	No
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	No
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	No

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	No
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Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
153	161	166	167	157

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 10

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	9	9	9

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
1.19	1.50	3.08	2.25	3.16

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Planning

Academic Calendar and Syllabus College meticulously prepares an academic calendar, timetable, and syllabus, are made accessible on notice boards and the website.

Academic (Curriculum) Committee To ensure effective planning and execution of the curriculum, the institution establishes an Academic Committee. The Heads of Departments play a crucial role in evaluating each program.

Teaching Methods & Plans Faculty members create semester teaching plans and closely monitor syllabus completion on a monthly basis.

Orientation Program College conducts an orientation program for students to acquaint them with the syllabus and provide value-added programs that prepare them for the demands of the industry.

Projects Students are assigned individual or group projects, fostering a deeper understanding of their three-year degree program and enhancing their presentation skills.

Educational Support To enrich the classroom experience, the institution organizes educational field visits, guest lectures, and faculty exchange programs.

Practical Journals Students maintain practical journals, which undergo certification by faculty, the Principal, and External Examiners appointed by the University of Mumbai.

Access to Resources College provides access to the latest books for both faculty and students in the library. Additionally, there is a proactive encouragement for faculty participation in workshops, seminars, and courses to keep their knowledge current.

Delivery

Curriculum Delivery College effectively delivers the curriculum within the classroom environment,

employing tools like flowcharts, algorithms, whiteboards, ICT facilities, various online platforms on a regular basis.

Computer Labs the institution boasts well-equipped computer laboratories with round-the-clock internet access at impressive speeds of 1 Gbps. These facilities facilitate practical work and promote exponential learning.

Online Teaching Methods Faculty members leverage diverse online teaching methods, including PPT presentations, videos sourced from platforms like YouTube, and interactive online sessions using tools such as Google Classroom, Zoom, and Moodle.

MGM College of Commerce is committed to providing a holistic educational experience that prepares students not only for success in the corporate and industrial sectors but also as responsible citizens.

Evaluation

Following are the two components of the evaluation system:

Continuous Internal Assessment (CIA) includes class tests with a weightage of **20/15 marks**, active participation in routine class instructional deliveries, overall conduct as responsible learners, displaying good manners, articulation, exhibiting leadership qualities in organizing related academic activities, **contribute 5 marks**. Assignments, case studies, and presentations are valued **at 10 marks**. Subject-wise assignments on each unit in every semester are conducted, along with practical demonstrations and project completions.

Semester End Examination (SEE): This phase carries a significant weightage of **75 marks**. The college conducts semester end examinations for the first and second years on behalf of the University, while the third year's examination is overseen by the affiliating university. The evaluation system follows a **75:25 distribution** for Theory, Internal, and Project components, in accordance with the University of Mumbai's examination guidelines.

This comprehensive evaluation system ensures that students' performance is continuously assessed throughout the semester and through semester-end examinations

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during

the last five years)

Response: 16

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 62.56

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
135	0	131	136	101

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum

Response:

MGM College of Commerce, an esteemed affiliate of the prestigious University of Mumbai, stands as a beacon of academic excellence and holistic development. The college is resolute in commitment to delivering education that goes beyond traditional textbooks and examinations. Instead, it's an institution that fosters responsible socially aware citizens, ready to face the challenges and opportunities in today's rapidly evolving world.

Curriculum Alignment with Societal Development

With the Skills Enhancement, human values always help us to live in harmony. The curriculum, has testament to this commitment. It transcends the boundaries of conventional academia, incorporating crucial aspects of societal development. These encompass **gender equality, professional ethics, human values, environmental awareness, and sustainability**. The college goes the extra mile to ensure that these elements are not merely abstract concepts but seamlessly integrated the **educational experience, shaping students into responsible socially conscious** individuals.

Preparation for a Complex World

In a world teeming with technological advancements, opportunities, and challenges, it's imperative that students not only well-equipped with academic knowledge but also possess a robust ethical foundation. College recognizes this necessity and takes proactive steps to prepare students accordingly.

Human Values: The College places immense importance on instilling human values in students. Commitment goes beyond the classroom by actively promoting ethical and human values through extracurricular activities. Value education not confined to theoretical lectures but an integral part of foundation courses like **Communication Skills Soft Skills, AEC**. Celebrations of **Independence Day and Republic Day** serve as platforms to infuse **patriotic and moral values**. Under the cleanliness campaign of Govt Of India Swachh Bharat Abhiyan, engages in social activities during **Pandemic** by spreading awareness about personal hygiene, including health and hygiene awareness programs and blood donation camps.

Professional Ethics: In the tech-era, the adherence to **ability enhancement courses** takes on paramount importance. College offers specialized courses to educate students about professional standards thus inspire them to uphold ethical codes of conduct. This encompasses ethical behaviour in professional & corporate world. Courses like Business communication Skills, Foundation of human skills are meticulously designed to provide students with a strong foundation in professional ethics.

Gender Equality: College is promoting gender equality through various initiatives. For the empowerment of Female students, are encouraged to participate in the Special events and competitions. It educating students about laws concerning women, confronts significant gender issues, child marriage, child domestic work, limited access to education and healthcare, sexual abuse, exploitation, violence, "Save the Girl Child." **Essay and poster exhibitions** are platforms for raising awareness. College has Women's Internal Complaint Committee for empowering above issues.

Environment and Sustainability: The College is acutely aware of the environmental

challenges. Initiatives like **tree plantation drives, sustainable development programs** are spreading the environmental awareness among students and their families. Diverse activities, quiz, poster competitions, serve as educational tools to enlighten students about nature, biodiversity, environment, sustainability. Green initiative of Govt Of Maharashtra tree plantation supporting to World Environment Day.

The curriculum includes specialized courses **Foundation of Human Skills, Business communication, Business Planning & entrepreneurial management, Strategic management, Economics** reflects the college's unwavering commitment to fostering environmentally responsible practices among students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 47.06

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 72

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 88

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
46	53	54	55	56

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
60	60	60	60	60

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 45.81

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
10	14	13	19	15

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
31	31	31	31	31

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 17

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The college takes pride in its comprehensive approach to education, offering well-defined learning objectives, programs, and course learning outcomes across all its academic offerings. At the heart of this system lies the (CBCS) Choice Based Credit System, which not only empowers students to select elective courses aligned with their interests but also encourages them to engage deeply with their passions.

A keystone of our institution is the commitment of our faculty members to **fostering student-centric learning**. Our pedagogical approach centres on equipping students with lifelong skills and making the **learning experience interactive and engaging**. We achieve this through a variety of student-centric practices:

1. **Experimental Learning Methods:** Our College emphasizes the importance of hands-on experience. Regular **laboratory sessions, demonstrative learning sessions, project work, value added courses, certificate programs, and skill development initiatives** are all part of our curriculum. These activities not only enrich students' academic perspectives but also provide opportunities for them to engage with subject matter experts.

2. **Participative Learning Methods:** We actively encourage students to harness their specialized technical skills by participating in various activities. These include **annual gatherings, seminars, quizzes, cultural programs, seminar presentations, and skill-based add-on courses**. Through these engagements, students not only deepen their knowledge but also refine their abilities to apply it in practical contexts.

3. **Problem Solving Methods:** To ensure a thorough grasp of the subjects, we organize regular tests and assignments across all classes. **Multiple Choice Questions (Objective), Question-answer(Subjective) and doubt-solving sessions** are also periodically conducted. These initiatives enable students to master the material and enhance their critical thinking skills.

4. **ICT Tools:** In this digital age, we leverage a range of information and communication technology (ICT) tools to augment the learning experience. These tools include **computers, laptops, projectors, smartphones, CDs, DVDs, educational websites, PowerPoint presentations, e-books, and access to the internet via Wi-Fi and LAN**. Through these resources, we empower students to access a wealth of knowledge and engage with the latest educational technologies.

In conclusion, our college is committed to providing a holistic education that not only imparts knowledge but also equips students with practical skills, encourages them to explore their interests, and facilitates lifelong learning. With a focus on student-centric methods, we ensure that our students are well-prepared to face the challenges of the modern world and excel in their chosen fields of study.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years**Response:** 100**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	9	9	9

File Description**Document**

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)**2.4.2***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)***Response:** 2.22**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	0	0

File Description**Document**

List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.

[View Document](#)

Institution data in the prescribed format

[View Document](#)

Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1**

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college, being affiliated with the University of Mumbai, diligently adheres to the university's guidelines for the conduct of examinations. A well-structured Examination Committee, responsible for the independent execution of various examinations. Internal assessments are conducted on a semester-wise basis in accordance with the University's prescribed guidelines. To ensure transparency and fairness, the college also conducts **class tests, tutorials, assignments, projects, and presentations.**

During the challenging period of the pandemic, the college adapted swiftly to the evolving circumstances. In response to directives from the University of Mumbai, we adopted an objective type exam on (MCQ) paper pattern for assessments, with assessments administered through Google Forms.

Transparent assessment is evident in the following mechanisms:

Adherence to University Guidelines: The Examination Committee rigorously follows all University **notifications, circulars, and schedules** pertaining to internal and external evaluation.

Timely Communication: Examination timetables are meticulously prepared by the Examination Cell, aligning with dates declared by the University. These schedules are promptly communicated to both teachers and students through official student groups, the college website, and prominently displayed on the notice board.

Secure Question Paper Preparation: Question papers are meticulously crafted to align with the prescribed evaluation pattern. The college has a dedicated room equipped with password-protected computers and printing facilities for the secure preparation of question papers, all under the vigilant supervision of the Examination In charge.

Digital Delivery of Question Papers: To ensure the confidentiality of question papers, we employ MUApp for Digital Examination Paper Delivery, a process that is closely supervised by members of the Examination Committee.

Appointment of Conductors and Supervisors: In advance of examinations, we appoint Chief Conductors and Junior/Senior Supervisors and communicate these appointments to faculty members to maintain a well-organized examination process.

Timely Result Publication: We diligently adhere to University norms to ensure that results are published within stipulated timeframes, allowing students to access their performance promptly.

Preservation of Answer Papers: Answer papers are preserved for a period of six months as per standard practice.

Online Mark Uploading: Marks are uploaded on the Digital University portal within the designated time frame for the timely declaration of results.

Grievances related to examinations and revaluation mechanism:

- General grievances, such as discrepancies in names, courses, course codes, or seat numbers on admission and examination forms, are promptly addressed.
- Students dissatisfied with their marks can apply for photocopies of their answer booklets in accordance with university norms.
- Grievances concerning question paper corrections are addressed immediately during the examination process.
- Any errors in results, including incorrect entry of marks or attendance, as well as corrections in **SGPI** (Semester Grade Point Index), are swiftly resolved by the Examination Committee.

Unfair Means Committee

An Unfair Means Committee, tasked with maintaining discipline, assisting Coordinators and the Principal in dealing with-

- To promote and maintain discipline in the college by assisting the Coordinators and the Principal.
- To report to the Chief Conductor of any malpractice or misconduct during the examination.
- To educate all Junior Supervisors about the Unfair Means Process.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes**2.6.1**

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Program Outcomes (POs) and Course Outcomes (COs) are provided by the affiliating university and are included in the syllabus. In addition, the respective departments frame the Program Specific Outcomes (PSOs) for each program. This ensures that the curriculum aligns with the university's guidelines while also addressing the specific goals and objectives of each department.

The main modules of Outcome Based Education (OBE) are Program Outcome (PO) and Course Outcome (CO). Based on how well these two modules are defined and assessed, OBE attainment is measured. Course Outcomes (COs) are statements that specify what a learner will know or be able to do as a result of a learning activity. The OBE focuses on assessing student performance through outcomes.

The OBE records students' performance at every step. The OBE model directs to amplify student learning outcomes by improving their knowledge & skills.

The Program outcomes (POs) and Course Outcomes (COs) are stated by the affiliating university along with the syllabus. The Program Specific Outcomes (PSOs) of each programme are framed by the respective departments. Making a connection between the program outcomes (POs) and Course Outcomes (COs) for each lesson and evaluation is called PO-CO Mapping. The POs specify what the students can do from education attained by them during the program while the Cos specify what students have learnt from the subject that he/she opted in that program. PSOs are statements that define what the graduates of a specific subject or program should be able to do.

File Description	Document
Upload Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Evaluation of Attainment of Programme Outcomes and Course Outcomes:

At Mahatma Gandhi Mission's College of Commerce, we use a formal examination method to measure the attainment of outcomes. This includes unit tests and university exams to evaluate students. We employ both direct and indirect methods to assess the program outcomes, ensuring a comprehensive evaluation of student performance.

The evaluation of attainment of Course Outcomes of the department is made by the grades obtained by the students in the Unit Test, Final Semester-end University Examination of each course of the programme. The evaluation of attainment of Programme Outcomes of the department is done on the basis of the passing percentage of the students in the final semester end university examination of the programme. Performance of students in Tests, assignments and viva-voce examinations is also considered. This process examines the conceptual understanding, specific knowledge, application, critical thinking and writing skills of the students.

After the final semester examination, we conduct an anonymous exit survey to collect data from both the direct and indirect attainment methods. We calculate the final attainment for each subject by assigning

80% weightage to direct attainment and 20% weightage to indirect attainment. This approach ensures a fair and comprehensive assessment of student achievement.

Attainment of Course Outcomes

Attainment of Course Outcome (CO) is directly calculated through internal and external assessments. The knowledge is assessed internally based on the performance in assignments, lab experiments, projects, class tests.

Following steps are used to evaluate the levels of CO-PO attainment:

1. Obtain Programme Outcomes
2. Obtain Course Outcomes
3. Mapping of Course Outcomes with Programme Outcomes.
4. CO attainment measurement through assessment.
5. Obtain CO attainment table through direct assessment methods.
6. Obtain PO-PSO attainment table through direct and indirect assessment methods.

CO Attainment

Direct attainment is calculated with the help of internal and external attainment levels using the formula:

Total Direct Attainment = 20% internal attainment + 80% university attainment

PO Attainment

Overall PO Attainment is determined by taking sum of 80% of PO-PSO attainment by direct method and 20% of PO attainment by indirect method.

In the indirect method, attainment is calculated through Exit Survey (ES).

- Overall indirect method is the 100% attainment through ES.
- Overall PO attainment is the sum of 80% of direct attainment and 20% of indirect attainment.

File Description	Document
Upload Additional information	View Document

2.6.3**Pass percentage of Students during last five years (excluding backlog students)****Response:** 85.45**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
53	54	52	46	24

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
54	56	55	56	47

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:**

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Throughout history, human beings have exhibited an innate social nature. This inclination towards social interaction and collaboration has driven the continuous evolution of our species and led to numerous inventions that have shaped our societies. From the Stone Age to the Digital Age, this journey of human innovation and its relationship with inventions is a testament to our inherent sociability and creativity. Today, as we stand firmly in the Digital Age, our capacity for innovation is more prominent than ever before. Educational institutions play a crucial role in harnessing this potential, transforming creativity into meaningful innovations.

At MGM College of Commerce, the primary goal is to equip the learner with corporate relevant employable skills. Management studies aim to ignite the passion for further postgraduate specializations among learners. To achieve these program-specific objectives and course goals, the University of Mumbai has integrated projects as a vital component of evaluation and assessment. This motivated students to explore new ideas, customs, practices, and inventions.

In undergraduate studies, students delve into management skills, acquired over three years of rigorous education, through the creation of projects. The IDEA CLUB is organising various competitions, brain storming session, presentations & serve as a platform for students to exercise their creativity. These topics based on tangible benefits to society, emphasizing the importance of innovation for the betterment of our world.

In 2018, the institution took a significant step by establishing the "IDEA CLUB" and an Intellectual Property Rights (IPR) Cell. On enhancing knowledge, analytical skills, and coding abilities among first and second-year students. This initiative is cultivating a research-centric environment, offering insights into IPR, research methodologies, and entrepreneurship through seminars.

Institution is committed to sensitizing learner in incubation activities and nurturing an innovative ecosystem. This commitment is evident through a **series of workshops, seminars** conducted by the **IPR Cell**, covering topics of Intellectual Property Rights, Research Methodology, and Entrepreneurship. These initiatives align with the Indian government's "**Digital India**" and "**Make in India**" missions, fostering a spirit of innovation in line with **national priorities**.

The curriculum-based competitions encompass a wide range of domains, like data analytics, statistics, operations, marketing, human resources, finance competitions not only strengthen students' confidence but also encourage them to showcase their ideas before expert panels.

Collaborative nature of these competitions enables students to identify their strengths and weaknesses, facilitating self-realization and character development. As they work in groups, students learn the **importance of teamwork, an essential skill in today's interconnected world**.

In conclusion, the digital era where, the pandemic changed our living style 360 o, has made the learner to accommodate the professional changes, institute plays a pivotal role in nurturing and channelling this creativity into tangible innovations. Through projects, clubs, and initiatives like the "IDEA CLUB" and IPR Cell, students are empowered to become innovative thinkers and contributors to a rapidly evolving world, aligning with the aspirations of a modern, digitally-driven society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 40

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	8	8	8	8

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.2

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	0	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description**Document**

Institutional data in the prescribed format

[View Document](#)**3.4 Extension Activities****3.4.1****Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.****Response:**

In intense arrangement with the Government Of India Swachh Bharat Mission Program, our obligation to encouraging cleanliness, neatness, and a greener lifestyle has been the main thrust behind our undertakings. Simultaneously, we planned to support mindfulness among our understudies about the central significance of these standards for a contamination free, energy-moderate, and harmless to the ecosystem presence. To connect this mindfulness hole and work with proactive contribution, we coordinated a variety of courses, talks, and homeroom conversations. We outfitted our understudies with the capacity to really convey and advise society prior to setting out on commonsense drives.

Working under MGM COC, C D C, attempted a few of expansion outreach exercises. Among these were drives connected with orientation issues Swachh Bharat and ranch drives with CUF, Panvel. Understudies have been at the cutting edge of advancing moral and prudent use of data innovation across instructive organizations at S G School, MGM School, D. D. Vispute School, and Fanaswadi. These cooperative exercises have collected reverberating achievement, driven by the synergistic endeavors of understudy volunteers, industry, local area, NGOs.

A motivating neatness drive reverberated through our grounds, with adjacent sellers and road food merchants. This drive looked to teach them on keeping a perfect, without plastic, and sterile climate, tending to the administration of litter created by them. In an exceptional showcase of proprietorship, understudies started an act of ceasing from involving private vehicles once seven days in 2019-20. In addition, they advocated the isolation of family squander utilizing blue and green code packs, appropriating dustbin sacks among the road merchants in 2020-21.

The quest for information and innovation morals went on in 2018-19, as our understudies drew in with the youths of Sanjay Gandhi Samrak School, Kolewadi, and Panvel. This drive underscored the enabling

job of web, PC, and versatile innovation in enhancing lives, while focusing on the moral treatment of innovation to improve society.

Indeed, even the difficulties of the pandemic didn't hinder our understudies' obligation to local area government assistance. In the midst of the vulnerabilities of 2020-21 and 2021-22, they kept up with their energy by spreading mindfulness on different issues, including individual cleanliness during Coronavirus, immunization drives, and the utilities of Arogya Setu in contact following. This diverse undertaking likewise included regions like cybercrime mindfulness, E-administration, and Digi Storage spaces. Remarkably, our virtual mindfulness programs arrived at the understudies and guardians of MGM Secondary School, Nerul, as well as Shri. D. D. Vispute School of Science, Trade and The executives, Vichumbe, Panvel.

Working together with the Department of I H B T at MGM Medical clinic, arranging blood gift camps and effectively contributing through deliberate blood gifts.

These expansion outreach exercises have woven an embroidery of positive change, contacting the existences of neighboring townspeople, younger students, and their folks. The reverberating support got from schools further encourages our obligation to directing more mindfulness programs and significant drives, building up our determination to move change and elevate society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Participation in outreach and extension activities encourages personal development, improves well-being, strengthens social bonds, and brings about positive change in the community.

We planned these activities in MGM CoC by focusing on the learner's development in the following ways:

- 1. Personal Growth and Development** Personal Development Participating in social activities enables students to explore diverse experiences, step outside of their comfort zones. Participating in group activities, volunteering for a cause, participating in community-based projects, and social interactions are all excellent opportunities for personal growth and development. Associating with various individuals and confronting new difficulties, understudies improving

their relational abilities, sympathy, critical abilities to think, and the capacity to understand people on a profound level.

2. **Improved Well-being and Mental Health** Taking part in friendly exercises decidedly influences emotional wellness and prosperity. Social communications gives feeling of having a place and backing, diminishing sensations of confinement and depression. Human is social animals ordinarily, and drawing in with others assists with decreasing pressure, nervousness, and gloom. Normal contribution in friendly exercises makes an encouraging group of people that can act as a security net during troublesome times that we looked during pandemic.
3. **Social Cohesion and Community Building** Participation in social activities strengthens the fabric of communities and fosters social cohesion. This helps to build communities. At the point when people meet up to address normal difficulties, they produce bonds and lay out an aggregate personality. This feeling of having a place encourages collaboration, sympathy, common obligation towards local area improvement. Genuine advancement is accomplished when individuals team up, trade thoughts and work all in all towards a dream, which social exercises intrinsically advance.
4. **Nurturing Empathy and Compassion** Social exercises frequently include working with people from assorted foundations, prompting a more prominent comprehension and enthusiasm for alternate points of view. Openness to different societies, ways of life, and encounters sustains sympathy and empathy. It empowers people to rise above their own predispositions and biases, adding to a more lenient and comprehensive society.
5. **Driving Positive Change** Rather than individual awards and rewards, social activities have the potential to effectively address societal issues and drive positive change. Whether it's pushing for civil rights, natural protection, or training, aggregate activity is more effective in achieving enduring changes.

It adds to major areas of **strength for building, networks and empowers people to drive positive change in the Society.**

Institution got the **reward of appreciation and acknowledgment** for exercises led by the understudies for the locals by Fanaswadi Gram panchayat Sarpanch Mr Sachin Tandel,(2018-19). Citizen's Unity Forum, NGO perceived our commitment in establishing in excess of 1000 trees to help Govt. of the Maharashtra Mega Plantation Drive in Pale Budruk, and they were presented with awards for 2018-19 and 2019-20.

Head, Sanjay Gandhi Samrak School, Kolewadi, rewarded us with appreciation for teaching and holding different mindfulness program in the school (2017-18, 2019-20). Anudip Establishment, NGO supporting Worth value added certification Courses for provincial region understudies granted the school for banding together courses (2020-21).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 25

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	8	5	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 22

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The campus of MGM College of Commerce is spread over 20 acres of land, with a built-up area of about 10,000 square feet. The college boasts three ICT-enabled classrooms, providing students with a technologically advanced learning environment.

Moreover, the college has one laboratory equipped with all the necessary equipment to facilitate practical learning experiences.

To cater to the ICT requirements, the college provides 50 computers, 2 laptops, and 3 LCD projectors. These resources, in conjunction with the Learning Management System (LMS) software, ensure that the college meets the demands of an effective ICT facility.

All the college's computers are interconnected through a LAN facility, ensuring seamless connectivity and enabling resource sharing. Additionally, the college has implemented a centralized firewall facility to safeguard the security of its systems.

In order to provide high-speed internet connectivity, the college has a provision of 1000 Mbps bandwidth, utilizing a fiber optic backbone. This ensures that students and faculty have fast and reliable internet access for research, online learning, and other digital activities.

The college has also its institutional website, www.mgmcoc.org, providing a user-friendly platform for students, faculty, and visitors to access information about the institution, its programs, and other relevant details.

The library at MGM College of Commerce boasts a collection of more than 3,318 books. Additionally, the library subscribes to one journal, along with magazines and two newspapers, allowing users to stay up-to-date with the latest developments in their respective fields.

The college provides both indoor and outdoor sports facilities for students, including table tennis, chess, carom, basketball, cricket, and football, volleyball, and throw ball.

An annual cultural activities and sports event called "PIXEL Program" is organized, offering opportunities for students to participate in various sports activities.

Additionally, the college promotes mental and emotional fitness through yoga and meditation practices, and has a fully equipped gymnasium with a dedicated physical trainer.

To foster cultural activities, an outdoor stage has been provided on the campus for organizing cultural events and performances. Additionally, the college has established the RHYTHM School of Music and Dance, offering students and staff the opportunity to develop their musical talents.

These facilities at MGM College of Commerce create an ideal learning environment that supports academic growth while also fostering physical and cultural development.

Overall, MGM College of Commerce has made significant efforts to provide comprehensive physical facilities, including ICT-enabled classrooms, well-equipped laboratories, computers, internet connectivity, an upgraded website, library resources, sports facilities, and cultural spaces. These facilities contribute to a holistic learning experience for students and create an environment conducive to their overall growth and development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years**Response:** 3.31**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.37	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource**4.2.1**

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Mahatma Gandhi Mission College of Commerce Library spans an area of 134 Sq.m It boasts a comprehensive collection of books and resources in the field of BMS Management related subjects. The library is open to students, faculty members, researchers, and other individuals.

- The library is a dedicated space for students, faculty, researchers, and individual users to study and access resources. It consists of a reading room and a stock room where books are arranged in a subject-wise and semester-wise manner, making it easy for users to find the materials they need.
- With a collection of 3,318 books, including an international journal and two periodicals, the library offers a diverse range of resources. Additionally, it has 47 book CDs, further enhancing the availability of materials for users.
- To efficiently manage its operations, the library utilizes the fully automated Koha software, which is an open-source Integrated Library Management System. This software handles

cataloging, searching, and provides information about the availability of books in the library.

- Koha Library Software: Fully Automated KOHA is an open-source Integrated Library Management System (ILMS).
 - ILMS Software Name: Koha
 - Nature of Automation: Fully Automated
 - Version: latest stable 21.05.07.000
 - Operating system Linux -Ubuntu.
-
- In order to facilitate easy searching and retrieval, the library follows the Dewey Decimal Classification System. This system organizes and classifies books based on subject areas, enabling users to quickly locate the materials they are looking for.
-
- The library committee, in collaboration with course faculties, actively recommends and procures books based on the requirements of the users.
-
- These services include current awareness, daily home issue books, free internet access, access to reference books, and a dedicated periodical section.
 - To further enhance the learning experience, the library provides educational electronic resources through the college website portal. These resources include links to e-books, e-journals, and other online materials, enabling users to access them remotely.
 - Recognizing the importance of exam preparation, the library provides previous year question papers and syllabus copies to both faculty and students.
 - The library staff actively participates in online webinars and workshops to enhance their knowledge and skills. This is particularly important during the Covid pandemic period, where virtual learning and professional development opportunities have become essential.
 - In terms of study spaces, the library provides comfortable areas with Wi-Fi, power outlets, and ergonomic furniture for both individual and group study.
 - Lastly, the library encourages user feedback and suggestions to continuously improve its services and facilities. This feedback helps the library in identifying areas for improvement and ensuring that it meets the evolving needs of its users.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Our institute values the importance of staying updated with the latest IT infrastructure to meet the requirements of the University of Mumbai curriculum. We have a dedicated team responsible for managing hardware and software updates to ensure that our facilities are up-to-date and functioning smoothly.

To support teaching and non-teaching activities, we offer various IT facilities. We provide LAN/WI-FI connectivity through a 1Gbps leased-line connection from the National Knowledge Network (NKN). This ensures fast and reliable internet access for students and staff. Additionally, we have a Wi-Fi connection available via Jio-fibre, allowing users to connect their devices wirelessly. We have 50 LAN connections accessible with desktop computers for students to use.

Our computer lab is equipped with 40 computers that students can utilize for their academic work. These computers are regularly updated with the necessary software and applications to support the curriculum. We also have 2 laptops available for specific requirements. In addition, we provide 3 LCD projectors for presentations and interactive learning experiences. To meet printing needs, we have 2 printers available for use. We also have a scanner printer and an Airtel proton for specific printing requirements.

Our institute's website is designed and developed by Innovative Web Makers. The website serves as a platform to provide information about our institute, courses, faculty, and other relevant details. It is regularly updated to ensure that visitors have access to the most recent information.

For any hardware, network, or software-related issues, we have a dedicated IT team available to provide support. They are responsible for maintaining and troubleshooting any IT-related problems that may arise, ensuring uninterrupted access to IT resources.

We have a range of software applications available, including MS Windows, MS Office, Tally ERP, and software for student fees management and TDS calculations.

To facilitate online training for students, we utilize platforms such as Google Meet and Zoom. These platforms enable interactive sessions, virtual classrooms, and collaboration among students and faculty members.

For employee attendance tracking, we use a biometric machine, which accurately records attendance.

Overall, our institute is committed to providing a well-equipped IT infrastructure that supports teaching, learning, and administrative activities. We believe that these facilities play a vital role in creating a conducive learning environment and enhancing the educational experience for our students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 3.83

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 40

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 74.78

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.52	1.17	2.53	1.23	2.91

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 5.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	14	9	6	2

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 52.36

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
73	24	111	107	106

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 22.71

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
11	8	10	11	12

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
53	54	52	46	24

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 10.73

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
3	3	6	3	4

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description**Document**

Institutional data in the prescribed format

[View Document](#)**5.3.2**

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 7.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	3	6	8	10

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

Response:

There is an internal Alumni Association that contributes significantly to the development of the

institution through financial and/or other support services

Alumni cultivates the relationship between the alumni and institution. It bridges the gap between the past students and the institute to keep them in connect with the current growth, development and also the challenges before the institute.

They are important stakeholders significantly contributing in qualitative and career related initiatives.

The Alumni of our college resolve certain issues of our outgoing students to better the quality improvement process of the institution. Our alumni also provide valuable support services that greatly profit our institution. Many of our alumni offer their knowledge and skills by volunteering as guest lecturers, guides, or advisors. By sharing their knowledge and insights, they encourage and guide our students, helping them develop the necessary skills and knowledge to succeed in their fields. Moreover, alumni often assist in networking events, and internships, which provide our students with invaluable opportunities to link with professionals and explore various career paths.

Furthermore, our alumni contribute to the development of our institution by serving as brand ambassadors. Through their achievements and success, they showcase the quality of education provided by our institution and attract prospective students. Their positive statements of our institution helps enhance our reputation and standing in the academic and professional communities. The alumni , in this way, mirrors the positive efforts undertaken by the institute to enhance the quality at external as well as internal level. It has a pivotal role in shaping and preserving a lasting relationship between the former and existing students on the one hand and the institute and the society on the other.

A Social Media group consisting of representatives of every batch is made that helps in effective communication.

Several career guidance programs are organized every year, where alumni enthusiastically guide students in career opportunities in India. They share with their peers “Tips and Tricks” of success to plan for the future professional growth.

Several field visits are organized by the alumni to help students familiarize with the current trends in Industry

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision:

To provide quality management education by way of teaching research and training which promotes confidence in the students to move higher plane of excellence and business vision.

To inculcate values of Trust, Honesty, Respect, Integrity, Service to others, Team Work, Safety, Dedication and Accountability among the students.

Mission:

To produce outstanding managers not only for our country, but also for the global village with broad based knowledge, analytical thinking, team spirit and improve interpersonal skills necessary to face the challenges of today's and tomorrow's management successfully.

Introduction

Mahatma Gandhi Mission's College of Commerce was established in 2005 as part of the Mahatma Gandhi Mission's educational institutes. The college offers a bachelor's degree program in Management Studies. It is affiliated with the University of Mumbai.

At Mahatma Gandhi Mission's College of Commerce, we strongly believe in upholding the ethos and values of the Indian management system. Our goal is to provide a holistic development approach to our students.

The idea of the National Education Policy is to provide quality education that develops human resources in our nation to become global citizens. In line with this, the University of Mumbai has taken steps to promote inter-disciplinary education. The university has initiated new inter-disciplinary centres.

In preparing the present perspective plan, Mahatma Gandhi Mission's College of Commerce has taken into consideration the following main objectives for sustainable growth over the next five years:

1. Bench marking in higher education as per the guidelines of NAAC
2. Vision and Mission Statement of Our College: The College has defined a clear vision and mission statement that guides its activities.

3. Quality Education Policy of the College: The College has established a quality education policy that focuses on providing a high standard of education to its students.

Mahatma Gandhi Mission's College of Commerce has set the following goals as part of its future plans for the next five years:

1. To introduce more interdisciplinary and multidisciplinary UG and PG programs
2. To enhance collaboration/MOU with more Industries/NGOs
3. To set up smart classrooms

In Mahatma Gandhi Mission's College of Commerce, the Principal serves as the academic and administrative head of the college. The management plays a significant role in designing and implementing quality policies and plans.

The HODs and the IQAC provide support to the Principal in implementing these policies. The curriculum is drafted by the University of Mumbai, and the HODs are responsible for implementing the curriculum with the support of faculty members and non-teaching staff. Senior faculty members are nominated to serve on various administrative committees.

The execution of the curriculum is overseen by the respective HOD, who ensure that the teaching-learning process is effective and aligned with the goals and objectives of the college. Students are selected to serve on sports and cultural committees, allowing them to participate and contribute to these activities.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institutional perspective plan for Mahatma Gandhi Mission's College of Commerce for the five-year period from 2023-2028 has been developed with the following aims:

1. To create an enabling academic environment for students embedded with sincerity, discipline, and

commitment: The College aims to provide a conducive academic environment that encourages students to excel in their studies. This includes fostering a culture of sincerity, discipline, and commitment among students, which will contribute to their overall growth and development.

2. To mould humane citizens of the nation into global citizens: The college recognizes the importance of nurturing students to become responsible individuals who can contribute positively to society. The aim is to provide holistic education that goes beyond academics, instilling values, empathy, and a global perspective in students.

3. To establish the brand image of the college: The college aspires to build a strong brand image that is recognized for its commitment to quality education, academic excellence, and holistic development of students. This involves enhancing the reputation of the college among stakeholders, including students, parents, employers, and the wider community.

By focusing on these aims, Mahatma Gandhi Mission's College of Commerce aims to create an academic environment that fosters personal and professional growth, prepares students to become responsible global citizens, and establishes itself as a reputable institution in the field of computer education.

The functioning of the institutional bodies at Mahatma Gandhi Mission's College of Commerce is effective and efficient. The college adheres to the policies framed by University Grants Commission (UGC), the State Government of Maharashtra, the University of Mumbai, and the local management body.

The college is governed by Mahatma Gandhi Mission, a charitable trust, which has established various decision-making committees to oversee the management and administration of the institute.

The appointment of faculty and administrative staff is made by the college management in accordance with the rules and regulations laid down by the UGC and the Government of Maharashtra. This ensures that the recruitment process is fair and transparent.

The Principal of the college is responsible for appointing HODs to promote decentralization of academic and administrative functions. This allows for effective execution of the annual academic plans of the college.

In January 2023, the Internal Quality Assurance Cell (IQAC) was constituted at the college. The IQAC's primary objective is to ensure continuous improvement and enhancement in institutional quality.

Mahatma Gandhi Mission's College of Commerce has taken initiatives to enhance the educational experience and provide opportunities for its students. Here are some notable programs and activities:

1. Introduction of one UG program
2. Certificate programs in collaboration with Anudip Foundation
3. Library resources: The College's library is well-stocked with more than 3318 books. The library subscribes to one journal, two magazines, and two newspapers.

4. Students' participation in sports and cultural programs in sports and cultural programs organized by the University of Mumbai.

These initiatives reflect the College's commitment to providing a holistic educational experience for its students, encompassing academic and extracurricular aspects.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution has policies for the welfare and wellbeing of teaching and non-teaching staff. The welfare measures introduced by the institution for the teaching and non-teaching staff are as follows:

1. Various leaves apart from casual, medical, maternity, additional and special leaves are granted on

a case to case basis.

2. Employee Provident Fund, gratuity to non-teaching staff.
3. Infrastructural facilities like common Gymnasium are available for teaching as well as non-teaching staff.
4. Pandemic vaccination drive was organized for the teaching and non-teaching staff by MGM Trust.
5. Concessional medical treatment is provided in Mahatma Gandhi Mission's Hospital to the staff members on case to case basis.

Provision of Traveling allowance, dearness allowance and advance payments against salary on case to case basis.

File Description	Document
Upload Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 37.5

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	7	6	8	0

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	7	7	7

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Mahatma Gandhi Mission's College of Commerce is affiliated to University of Mumbai with one UG Programmes on permanently unaided basis. The College conducts both internal and external financial audits regularly. The Accounts section of the institute prepares the budget under the supervision of the Principal and she presents it to the governing body for approval. The Accounts section takes the review of previous year expenditure and based on that they prepare budgetary requirements for the next year along with the requirements submitted by HODs. The central finance department of the campus scrutinizes major purchases, maintenance of equipment, salary proceeds. This ensures a multilevel check and transparency. Recruitment and scale fixation is monitored by central HR and Finance department of the campus.

Based on the various quotations received, a comparative statement is prepared and submitted to the principal and the same would be sanctioned by the governing body. Any urgent requirement which are not in budgetary provisions is fulfilled in consultation with the Principal and Management by providing required funds. Whenever the process of budgeting and actual expenditure is completed, the details are prepared and submitted to the internal auditor who issues utilization certificates. The college generates income from tuition fee collected from the students. During the Pandemic COVID 19, college arranged funds from some NGOs like Jan Rakshita Charitable Trust, Rotary Club Bayside Charitable trust which were used for the fee of needy students.

Internal Audit is carried out by Chartered / Senior Accountants to maintain accurate and timely financial reporting.

External Audit is carried out by Chartered Accountant firm Ashok Patil & Associates to certify the financial statements and ensure accuracy and completeness of accounting records.

File Description	Document
Upload Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell of the college was established on 13/01/2023 as per the guidelines of NAAC. We plan incorporate all the parametric suggestions given by the NAAC.

The Internal Quality Assurance Cell (IQAC) was established on January 13th, 2023, under the leadership of CDC, with the primary objective of enhancing the quality at MGM's College of Commerce. We already had College Development Committee (CDC) operative. Since its inception, the IQAC has played a vital role in promoting a culture of excellence among the academic staff of the college. It has actively and enthusiastically implemented various initiatives to institutionalize quality assurance practices and methodologies within the institution. As part of its efforts, the IQAC has introduced innovative ideas to enhance and streamline institutional processes for continuous improvement.

The IQAC has implemented various initiatives such as for collecting student feedback on teaching, learning, and evaluation processes. This feedback is instrumental in identifying areas that require improvement and ensuring a high standard of education.

Attainment calculations have been introduced to analyse the results and identify specific areas within the syllabus that may need more attention. This allows for targeted improvements and adjustments to the curriculum.

Following are the quality initiative of College Development Committee (CDC):

- Preparation of academic calendar as prescribed by the affiliating university
- Efficient internal assessment system.
- Collection of feedback from stakeholders
- Use of technology in teaching learning
- Organization of Documentation
- Formation and submission of SSR
- Attainment calculations have been introduced
- Preparation of Time Table

File Description	Document
Upload Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The institute is committed to providing equal opportunities to all stakeholders, as promised. Our vision and mission are communicated to all teaching and non-teaching staff, fostering a sense of responsibility and reliability towards society, which then extends to other stakeholders. We firmly believe in individual development through team efforts.

Gender equity is deeply ingrained in our admissions, recruitment, academic activities, and administrative work. We ensure fair opportunities for all stakeholders, regardless of their gender. All activities, events, and programs are inclusive and open to everyone, encouraging individuals to explore their talents and interests in various areas like music, sports, and education.

In the past five years, we have implemented several measures to promote gender equality and inclusivity within the college community. These measures include:

1. Allowing all members of the college to express their interest in various committees, ensuring equal opportunities for participation.
2. Selecting students for committee positions based on their skills and interests, rather than their gender.
3. Organizing events and competitions without any gender differences, promoting awareness and understanding of gender equality.
4. Celebrating all events, days, and festivals in a manner that involves and includes all members
5. Organizing seminars and discussions on women's issues, creating a platform for raising awareness and addressing relevant topics.
6. Appointing class coordinators who are readily available to listen to and solve any queries or problems students may have, promoting an open and inclusive environment without any hesitation or

discrimination.

These measures demonstrate our dedication to fostering a culture of gender equality and inclusivity within the college, ensuring that all members feel valued and have equal opportunities for growth and success.

Gender sensitization is a key focus for us, and we encourage all students to participate without any gender-based distinctions. Their enthusiasm and involvement are cherished and celebrated. In order to promote awareness and respect towards women, we organize activities and sessions on various topics such as gender equality in the context of globalization, domestic issues, women's domestic laws in India, menstrual hygiene, and environmentally friendly disposal of sanitary napkins.

We motivate all the students for their involvement without any difference in their genders. All participate with their full enthusiasm. Also we conduct activities related to women like Gender Equality on globalisation Issues, Domestic, women's domestic law in India, menstrual hygiene & environment friendly dispose of napkin" to spread the awareness and respect towards women.

Facilities for Women on campus-

- 24/7 surveillance with CCTV cameras with Central monitor with CTV feeds.
- Male & Female security staff for making secures environment
- Separate common rooms are provided for boys & girls students
- Fully functional Internal Complaint Cell
- Fully functional Anti Ragging committee
- Fully functional Grievance Redressal committee
- Crèche facility facilitates women employees to have WORK LIFE BALANCE
- Maternity Leaves for Six months are made available.
- In Girls' Toilet Sanitary vending machine is available.

To ensure continuous improvement and promote a culture of gender equality, we have initiated a **GENDER AUDIT** for students, teaching staff, and non-teaching staff.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Here at Mahatma Gandhi Mission, we prioritize equality, diversity, and inclusion among our staff and students.

LANGUAGE BASED ACTIVITIES (LINGUISTIC DIVERSITY)

We understand the importance of linguistic diversity and take steps to eliminate language barriers. While our primary medium of communication is English, we recognize that some students come from vernacular backgrounds. To cater to their needs, our faculty delivers lectures in a way that ensures their understanding. Additionally, our Language Club organizes sessions such as Marathi Sessions and sessions on Google Translator, as well as Hindi Sessions that include activities like Kavita Vachan and Charcha Satra.

DRESS CODE(SOCIO-ECONOMIC DIVERSITY)

To address socio-economic diversity, we have implemented a dress code for all students. This not only keeps everyone on the same platform but also fosters a sense of team spirit. Furthermore, during the welcome ceremony, we encourage students to wear their regional attire to celebrate unity among all religions. Students are allowed to wear suits or salwar in the color mentioned in the dress code, or with veiling, to accommodate their preferences.

ANTI RAGGING CELL(HUMAN RIGHTS)

In line with our commitment to human rights, we have established an anti-ragging cell and an internal complaint committee on campus. Strictly adhering to UGC guidelines, we maintain a zero-tolerance policy towards ragging.

BLOOD DONATION DRIVE & (HUMAN VALUES)

Promoting human values is another important aspect of our college. We organize blood donation drives to instill a sense of service and compassion among our staff and students. Our students actively participate in these camps, and we continuously motivate them to contribute voluntarily. This practice is one of our best ways to serve society.

CULTURAL ACTIVITIES BASED ON VARIOUS THEMES(CULTURAL DIVERSITY)

To overcome cultural diversity barriers, we organize cultural activities during our institute fest, "PIXEL," which is a weeklong celebration. Each year, a theme is set, allowing students to come together and showcase their talents. This not only fosters unity among students but also encourages socialization among individuals from different religions and faiths. We also motivate students to participate in sports activities as part of this initiative.

EXTENTION ACTIVITIES AND SERVICE TO COMMUNITY

Furthermore, we actively engage in extension activities and community service. Our teaching and non-teaching staff, along with our students, enthusiastically participate in various initiatives designed to serve the community and conducting extension and outreach programs for villages and schools.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices**7.2.1**

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

Response:

Best Practices: 1

1. Title of the Practice- “ *WOMEN EMPOWERMENT*”

2. Objectives of the Practice

1. Gender Equality
2. Economic Empowerment Education
3. Social and Participation
4. Awareness about Violence & Discrimination

3. The Context

Women empowerment aims to achieve gender equality by ensuring that women have the same rights, opportunities, and access to resources as men. It seeks to eliminate discrimination and bias based on gender. Women empowerment focuses on enhancing women's economic status and independence. This includes promoting equal pay, providing access to education and skill development, and creating opportunities for women to participate in the workforce and entrepreneurship. Women empowerment aims to ensure that women have access to quality education. It seeks to eliminate barriers that prevent women from receiving education, enabling them to make informed decisions about their well-being. Women empowerment strives to increase women's participation and representation in social and political spheres. This includes promoting women's leadership, decision-making roles, and involvement in policy-making processes. Women empowerment seeks to eliminate all forms of violence, harassment, and discrimination against women. It aims to create a safe and inclusive environment where women can live without fear and have their rights protected. Overall, the objective of women empowerment is to create a society where women have equal rights, opportunities, and agency, enabling them to reach their full potential and contribute to the development and progress of their communities and nations.

4. The Practice

Institute provides following practices to fulfil the objectives:

1. Equal access to education: Ensure that women have equal access to education, scholarships, and resources. Offer support programs to help them excel academically.
2. Gender-sensitive curriculum: Develop a curriculum that incorporates gender-sensitive perspectives, including women's achievements, contributions, and challenges.
3. Safe and inclusive campus environment: Create a safe and inclusive campus environment that promotes respect, equality, and zero tolerance for any form of harassment or discrimination. Establish policies and support systems to address and prevent gender-based violence.
4. Awareness campaigns: Organize awareness campaigns and workshops on gender equality, women's rights, and empowerment. Encourage open discussions and dialogues on gender-related issues.

5. Evidence of Success

- Gender based programmes are conducted.

- Women's Day is celebrated.
- Programmes are conducted without any biasness.

6. Problems Encountered and Resources Required

1. Students have their academic schedule too.

Best Practices: 2

1. Title of the Practice- *"Enhancing Critical Thinking Skills in Students through Interactive Workshops, Seminars & Add-on Courses"*

2. Objectives of the Practice

1. Enhancing students' knowledge.
2. Developing students' skills.
3. Fostering personal growth in students.
4. Providing networking opportunities for students.
5. Exposing students to new ideas and perspectives.

3. The Context

Seminars, workshops, and add-on courses create a context where students can delve deeper into specific subjects or areas of interest. These events offer opportunities to learn from experts, industry professionals, and experienced individuals, thereby enhancing students' skills in communication, leadership, problem-solving, critical thinking, and teamwork. Practical exercises and hands-on activities are often included in workshops to help students refine their skills. Additionally, these events contribute to personal growth by promoting self-awareness, self-confidence, and self-motivation through sessions on personal development, goal setting, time management, and stress management. They also provide networking platforms for students to connect with peers, professionals, and experts, leading to valuable connections, mentorship opportunities, and potential collaborations. Furthermore, add-on courses, seminars, and workshops expose students to diverse perspectives, innovative ideas, and emerging trends, fostering critical thinking and intellectual curiosity.

4. The Practice

- a. Selection of topics for add-on courses, seminars, and workshops based on student requirements.
- b. Inviting speakers and experts relevant to the chosen topics.
- c. Collecting feedback from participants on the last day.
- d. Distributing certificates on the final day.
- e. Involving students in the selection of future topics for add-on courses, seminars, and workshops based on their interests and trends.

5. Evidence of Success

- a. Conducting 40 seminars/workshops in the past five years.
- b. Students obtaining six certifications of add-on courses each year, totalling 16 certifications.
- c. Active student participation in these seminars/workshops.

6. Problems Encountered and Resources Required

- a. Students have to manage their academic schedules alongside participating in these activities.
- b. Finding suitable experts for specific topics can sometimes be challenging.
- c. The practice requires a significant investment of time and resources.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

INSTITUTIONAL DISTINCTIVENESS

EXTENSION ACTIVITIES AT SCHOOL, VILLAGE: SEVA KARTAM

Gandhian ideologies emphasize the concept of "seva kartam" or serving others through community service in schools and villages. This idea promotes selfless action for the benefit of others, without expecting anything in return. It encourages individuals to offer assistance and support to others, fostering compassion, empathy, and overall well-being. The MGM's College of Commerce is dedicated to promoting and facilitating community engagement and service-learning initiatives, aiming to instill a sense of social responsibility and active citizenship among students and community members.

The objectives of implementing distinctive practices of community service in schools and villages are as follows:

1. Promoting civic engagement: Community service encourages active participation in communities, fostering a sense of responsibility and citizenship. It provides opportunities for individuals to contribute to the betterment of society.
2. Developing empathy and understanding: Engaging in community service allows interaction with individuals from diverse backgrounds, promoting empathy, understanding, and respect. It helps break

down barriers, fostering unity and inclusivity.

3. Enhancing personal growth: Community service challenges individuals to step outside their comfort zones, develop new skills, and gain a sense of accomplishment. It promotes self-reflection, self-awareness, and personal growth.

4. Encouraging teamwork and collaboration: Community service often involves working in teams, promoting collaboration, communication, and problem-solving skills. It fosters collective responsibility and the ability to work together towards common goals.

To fulfill these objectives, the institute follows specific practices:

1. Planning activities for villages/schools: The institute plans and organizes activities that address the specific needs and challenges of the communities, such as educational workshops or environmental conservation projects.

2. Motivating students to come up with relevant topics: Students are encouraged to identify topics that are meaningful to the target audience, ensuring community service initiatives are tailored to specific needs and interests.

3. Finalizing topics based on compatibility: After considering compatibility with the area and target audience, the institute finalizes topics for community service activities, ensuring a meaningful impact.

4. Allowing students to visit and teach relevant topics: Students visit the chosen area, whether a school or village, and teach the relevant topics, engaging directly with the community and sharing knowledge and skills.

5. Taking feedback: Feedback from students and community members is essential to assess the effectiveness of activities and make improvements for future projects.

The outcomes observed from these community service initiatives include active participation from students and villagers, knowledge dissemination on various topics, development of understanding, stepping out of comfort zones, and the importance of teamwork and collaboration.

Engaging in community service fosters responsibility and citizenship, promotes empathy and understanding, enhances personal growth, and encourages teamwork and collaboration. These projects focus on environmental conservation, sustainable practices, and social and economic development in villages, contributing to a more sustainable future. Engaging in community service at a young age instills a lifelong commitment to giving back and making a positive impact.

In conclusion, community service in schools and villages is a powerful tool for promoting social responsibility, empathy, and active citizenship. Through distinctive practices, such as planning activities, motivating students, and teaching relevant topics, community service initiatives can achieve their objectives. The outcomes include active participation, knowledge dissemination, development of understanding, stepping out of comfort zones, and the importance of teamwork and collaboration. By engaging in community service, individuals, communities, and society as a whole can work towards a more inclusive, sustainable, and harmonious future.

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

5. CONCLUSION

Additional Information :

At Mahatma Gandhi Mission's College of Commerce, Parents are welcome to visit the college on any working day to meet with teachers and discuss academic and non-academic matters concerning their children. The Principal and Heads of Departments are available for such meetings. Our college also organizes extension and outreach activities. In addition, we regularly organize cultural events and co-curricular activities to provide students with a platform to showcase their talents and skills.

Concluding Remarks :

Under the guidance of our parent organization, the college has been actively developing operational plans to enhance the quality and standards of academic and administrative functioning. With the steadfast support of our parent organization and the dedication and cooperation of all stakeholders, we strive for continuous improvement and development. The institution is committed to identifying and leveraging its strengths to benefit the learners and cater to their academic interests. We seize every opportunity to provide a conducive environment for their growth and success.

Future Plans

In order to enhance the quality of education and overall functioning of the college, we have planned the following initiatives:

1. Introducing interdisciplinary/multidisciplinary UG and PG programs.
2. Strengthening collaborations with Industries/NGOs.
3. Setting up smart classrooms.
4. Conducting professional training and skill-based programs.
5. Undertaking infrastructural development.

These measures will provide students with a more comprehensive education, industry exposure, and a technologically advanced learning environment. Additionally, they will contribute to the overall growth and development of the institution.