



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE
Name of the head of the Institution	Ms. Swiddle D'Cunha
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02228549303
Mobile no.	9004693948
Registered Email	principalnirmalacollege@gmail.com
Alternate Email	nmfcaac@gmail.com
Address	D.S. ROAD, ASHA NAGAR, THAKUR COMPLEX, KANDIVALI EAST
City/Town	MUMBAI
State/UT	Maharashtra
Pincode	400101

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. Poonam Kakkad
Phone no/Alternate Phone no.	02228549303
Mobile no.	9833125784
Registered Email	principalnirmalacollege@gmail.com
Alternate Email	nmfenaac@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://nmfdegree.edu.in/upload/aqar/1567121439.pdf">http://nmfdegree.edu.in/upload/aqar/1567121439.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://nmfdegree.edu.in/upload/academic-calender/1569577298.pdf">http://nmfdegree.edu.in/upload/academic-calender/1569577298.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.80	2017	11-Aug-2017	11-Aug-2022

<b>6. Date of Establishment of IQAC</b>	13-Jun-2013
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Renovation of the library	02-Jan-2019 640	3849
Introduction of Value Added and Enrichment Certificate courses	30-Jun-2018 30	766
Development program for non teaching staff	22-Dec-2018 3	46
One day Faculty Development Pogram on INFLIBENET N LIST	30-Aug-2018 3	40
One day Faculty Development Program on 'Role of Internal Quality Assurance Cell'	06-Feb-2019 3	42
One day Faculty Development Program on 'Flipped Classroom'	09-Mar-2019 8	42

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Vocational Skill Development Cell (VSDC) Tally Certificate Program, Online Skill Development Program and Enrichmnet courses like Film making, Graphic designing, Video editing, Image enhancement and Event management has commenced

Promoting and building research attitude among staff members and students 1. Minor Research Projects of University of Mumbai undertaken by four teachers. 26 research papers presented by staff members in National and International Conferences. 2. One Day National Conference on Saturday, 23 March, 2019 . The theme was 'Multi Disciplinary Approach to Innovation, Transformation and Challenges'. 80 research papers were received, out of which 63 papers got selected to be published and 14 papers were presented in two technical sessions. The USP of the conference was the UGC approved EJournal ISSN 23947780 with an impact factor of 7.36. 3. Four students participated, presented papers and published papers in National / International conference.

Commencement of Entrepreneurship Development Cell (EDC) Entrepreneurship Development Cell (EDC) in association with IQAC organised seminars and workshops which helped to develop enterpreneural attitude amongst students. Availled facility of seed capital of 10,000 / each to four students for their startup. Counselling Training was given for start up to students by master trainer Mr. Ishwar Jha.

Spoken tutorials for students in collaboration with Indian Institute of Technology (IIT) - Mumbai - In collaboration with Indian Institute of Technology ( Mumbai) spoken tutorials was conducted for vernacular medium students. Number of students enrolled is 539 . Number of students passed is 482. further coaching is given to students who could not clear the exam.

Library Renovation - The newly renovated air conditioned Library, spread into the area of 3228 sq feet with the seating capacity of 197 people is one of the state-of-the art libraries. The new library is divided into ten sections: the Lounge area; Circulation Section; Reading hall; Teachers' reading section; Reference book counter; Digital Library section (18 computers); Periodical booth section; photocopying area and the Librarian's Desk.

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

Plan of Action	Achivements/Outcomes
Research Cell/ Centre promoting research	1. Minor Research Projects of University of Mumbai undertaken by four teachers. 26 research papers presented by staff members in National and International Conferences.2. One Day National Conference on Saturday, 23 March, 2019 . The theme was 'Multi Disciplinary Approach to Innovation, Transformation and Challenges'.80 research papers were received, out of which 63 papers got selected to be published and 14 papers were presented in two technical sessions. The USP of the conference was the UGC approved EJournal ISSN 23947780 with an impact factor of 7.36.

Remedial lectures for slow learners	At the middle of the session a Midterm Exam had been conducted to identify slow learners. After identification personal counselling was given to each learner and series of remedial lectures (subjectwise) were arranged for them. The outcome was positively reflected in the semester end examination.
Commencement of Entrepreneurship Development Cell (EDC)	Entrepreneurship Development Cell (EDC) availed facility of seed capital to four students for their start-up
Spoken tutorials for students in collaboration with Indian Institute of Technology (IIT) - Mumbai	Spoken tutorials by faculty from I.I.T Mumbai conducted for vernacular medium students
Library Renovation	The newly renovated air conditioned Library, spread into the area of 3228 sq feet with the seating capacity of 197 people is one of the state-of-the art libraries. The new library is divided into ten sections: the Lounge area; Circulation Section; Reading hall; Teachers' reading section; Reference book counter; Digital Library section (18 computers); Periodical booth section; photocopying area and the Librarian's Desk.
Training to teaching for use of ICT	Faculty Development Programme on optimizing the use of INFLIBNET NLIST (Practical Session) organised on 30th August 2018 (Guest Speaker Mr. Samrat Srivastava)
Training to non-teaching staff for persona enhancement	One Day Training Programme for Non Teaching staff called-'Performing the Persona'(Guest Speaker Dr. Geeta Shetty)
Faculty exchange	In the course of Business Economics and Accountancy for the program B.Com (semester I / II / III / IV / V /VI ) Dr. Tripathi and Dr. Umesh Yadav contributed their expertise and helped to bring about overall improvement in students performance for the said subjects.
Vocational Skill Development Cell (VSDC)	Tally Certificate Program, Online Skill Development Program and enrichmnet courses like Film making, Graphic designing, Video editing, Image enhancement and Event management has commenced
Language training	Faculties of Business Communication Department started with a project of Language training for selected identified students. Thirty days scheduled sessions were undertaken

resulting in overall linguistic improvements.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

CDC

26-Nov-2018

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

Yes

Date of Visit

11-Aug-2017

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

21-Dec-2018

17. Does the Institution have Management Information System ?

No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

• Each department prepares academic calendar and submits it to the IQAC to prepare the college level academic calendar • Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the University • Response: As per University Requirement, review of curriculum takes place. The curricula developed/adopted have relevance to the regional/national/global developmental needs with well-defined and informed learning objectives and outcomes at programme and course level. Review of courses and programmes is done in consideration with following: Industry trends and feedback to identify new demands of industry Norms/Requirements and standards of relevant statutory, regulatory and accreditation bodies Structured feedback from students, alumni, employers and experts from academia, industry and research through course/programme review feedback Analysis of current trends in market, The recommendations of these committees are put up to the Board of Studies to consider programme structure, curricula and syllabi. Experts from industry and academia are engaged in developing graduate attributes, educational objectives and learning outcomes for courses and programmes keeping in mind latest trends in education and changing requirements of industry. • The institution's

interaction with the industry, research bodies and the university through the placement committee, field visits, lectures and workshops; the participation of faculty members in national and international seminars and conferences and course structure committees to implement effective teaching methodologies in the classroom • Committees such as Cultural Committee, Placement Committee, Library Committee and Women Development Cell prepare the schedule for the academic year and submit the same to the IQAC • Meetings of departments convened by the respective heads to discuss the teaching plan for the academic year • Principal conducts staff meetings to discuss about academic planning

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Cyber security and ethical hacking	nil	23/03/2019	16	Yes	Yes
Online Skill Development Program	nil	15/01/2019	180	Yes	Yes
Tally	nil	01/12/2018	180	Yes	Yes
Spoken Tutorial IIT	nil	09/01/2019	90	Yes	Yes
Film Making	nil	18/03/2019	60	Yes	Yes
Graphic Designing	nil	19/03/2019	60	Yes	Yes
Video Editing	nil	18/03/2019	60	Yes	Yes
Event Management	nil	18/03/2019	60	Yes	Yes
IFRS Accounting	nil	15/01/2019	30	Yes	Yes
Financial Markets	nil	15/01/2019	30	Yes	Yes
Commercial Banking	nil	15/01/2019	30	Yes	Yes
Personality Development	nil	18/03/2019	60	Yes	Yes
Image Enhancement	nil	19/03/2019	60	Yes	Yes

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Business Policy and Administration	14/06/2018
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom		04/06/2018
BMS	Marketing	04/06/2018
BMS	Finance	04/06/2018
BSc	Information Technology	04/06/2018
MCom	Business Management	04/06/2018
MCom	Advanced Accountancy	04/06/2018
MSc	Information Technology	04/06/2018
BA	Mass Media and Communication	04/06/2018
BSc	Computer Science	04/06/2019
BCom	Accounting and Finance	04/06/2019

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

	Certificate	Diploma Course
Number of Students	766	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Video Editing	18/03/2019	6
Event Management	18/03/2019	5
IFRS Accounting	15/01/2019	0
Financial Markets	15/01/2019	0
Commercial Banking	15/01/2019	0
Personality Development	18/03/2019	5
Image Enhancement	19/03/2019	7
Cyber security and ethical hacking	23/03/2019	86
Online Skill Development Program	15/01/2019	44
Tally	01/12/2018	51
Spoken Tutorial IIT	09/01/2019	585
Film Making	18/03/2019	12
Graphic Designing	19/03/2019	9
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	Marketing	70
BMS	Finance	46
BCom	Accounting & Finance	1



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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

### Feedback Obtained

The college has a student feedback system which is used to facilitate quality sustenance and improvement measures in the instruction and curriculum design processes. These are mentioned below: 24 x 7 online feedback system is managed by a team. The students can share their feedback online (both on instruction, courses and facilities provided by the college) for all courses that they have registered for during a semester. This feedback is reviewed and communicated on real time basis to the faculty members. This helps the faculty members to improve their teaching practices and also the feedback on courses is used in improving the course content. Feedback in the form of questionnaire for all Lecture, Tutorial and Practical classes are collected by the student volunteers around a month before comprehensive examination for each course and submitted to the team. The analysis is shared before the commencement of the ensuing semester with all the faculty members through Head of Department (HOD). This method helps the faculty members to take future corrective measures in teaching and curriculum design. Direct feedback from student volunteers is taken and maintained by team. A team of four to eight students from each department is formed by team to collect feedback of all the courses and of instruction. The student volunteers are required to discuss with their friends (i.e. juniors, peers and seniors) in collating the feedback. These are then shared with the departments from time to time in order to take necessary action for enhancing the quality of the programmes. In addition to oncampus feedback system, there is other feedback systems in place that is collection of periodic feedback on the teaching and learning process from students and other stakeholders including industries and collaborating organizations through an online feedback survey, and uses the feedback analysis to improve the programme curricula, academic and pedagogic aspects of the courses, and faculty engagement. The analysis of the feedback is graphically presented and uploaded on the website and the link for the same is followed by,  
<https://drive.google.com/drive/folders/1IdpPfNOWlAdaKu42W9WAFiZB8cmjZSMN>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom		2700	2500	1828
BCom	Accounting and Finance	387	400	352
BMS	Marketing and	387	400	317

	<b>Finance</b>			
<b>BSc</b>	<b>Information Technology</b>	<b>540</b>	<b>400</b>	<b>376</b>
<b>BSc</b>	<b>Computer Science</b>	<b>360</b>	<b>350</b>	<b>205</b>
<b>MCom</b>	<b>Advanced Accounting And Business Management</b>	<b>360</b>	<b>320</b>	<b>308</b>
<b>MSc</b>	<b>Information Technology</b>	<b>40</b>	<b>32</b>	<b>30</b>
<b>BA</b>	<b>Mass Media and Communication</b>	<b>387</b>	<b>350</b>	<b>317</b>
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2018</b>	<b>3757</b>	<b>338</b>	<b>38</b>	<b>5</b>	<b>43</b>

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
<b>38</b>	<b>38</b>	<b>2</b>	<b>27</b>	<b>0</b>	<b>1</b>

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

The institution do have a student's mentoring system. The institution aims to achieve the following by mentoring our students. They are: 1. Receive academic help. 2. Learn study skills. 3. Improve social skills. 4. Have the attention of another caring adult. 5. Discover new options and opportunities. 6. Set goals for the future. The IQAC under the supervision of the Principal monitors the quality of teaching learning process. Preparation of academic calendar, teaching plan and its effective implementation helps the faculty to complete the syllabus well in time.

The Principal and the respective head of the departments, at periodic intervals, review the progress of completion of syllabus. IQAC with consent of the concerned faculty and /or Department helps the teacher for organizing extra lectures / practical so as to complete the syllabus satisfactorily. Student's progress is monitored during the lectures and/or practical and corrective measures are taken for slow learners. Contact lectures, remedial lectures and revision lectures are arranged as corrective measures to motivate and improve the performance of the slow learners. All departments submit their reports of teaching learning process to the IQAC which enumerates and analyses the reports and suggest measures to improve the academic curriculum. Periodic feedback is taken from students by IQAC to evaluate faculty performance in classes engaged by them.

Subsequently the feedback is analysed and shared with the teachers so that any improvement required can be implemented. Placement cell of the institution arranges career counselling workshops and seminars to understand the new options and opportunities for every students. The institution also has a personal counsellor visiting the campus once every fortnight to help and mentor those students who are in necessary for personal counselling.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4095	38	1:107

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	38	14	14	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Dipti Parekh	Assistant Professor	Ph.D in Commerce
2018	Dr. Jignesh Dalal	Assistant Professor	Ph.D in Commerce
2018	Dr.Poonam Kakkad	IQAC / CIQA coordinator	Officer on Special Duty, University of Mumbai for OSM
2019	Dr.Poonam Kakkad	IQAC / CIQA coordinator	PG Recognition in Commerce
2018	CA. Diya Mukharjee	Assistant Professor	M.Phil in Commerce
2018	Mr. Binu Nair	Assistant Professor	M.Phil in Commerce

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	2C00145	semester	11/04/2019	29/05/2019
BCom	2C00456	semester	09/05/2019	28/06/2019
BMS	2M00155	semester	07/05/2019	19/06/2019
BA	4000145	semester	03/05/2019	06/07/2019
BSc	1S00256	semester	17/05/2019	24/06/2019
BSc	1S00155	semester	04/05/2019	19/06/2019
MCom	2C00531	semester	03/06/2019	13/08/2019
MSc	2M00158	semester	15/05/2019	06/06/2019

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

The Digital Exam Paper Delivery (DEPD) system was extended and implemented for Sem III and IV from the academic year 201718 by the University of Mumbai. In view of this, the college took the following steps to implement the above

system for the smooth conduct of the examinations. An exclusive room was provided with CCTV surveillance to maintain confidentiality according University norms. The room is equipped with computers and laptops with webcams, printer and two photocopier machines to enable the college to speedily process the downloaded papers to be sent to respective blocks on time. Papers were sealed in an envelope in the exam room which were opened by the respective block supervisors only after taking the signature of one student from the block on the sealed envelope. This practice has helped to maintain the confidentiality of papers during the distribution of the papers. The Examination Committee of the college plays a major role in implementing all the norms laid down by the University of Mumbai. The students have the facility of obtaining photocopy of the assessed answer books for Verification and Revaluation as per the ordinances and regulations of University of Mumbai

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

The institute prepares a detailed academic calendar which includes the details of yearlong academic activities. The calendar reflects the number of days available for teaching, tentative dates of the examinations and dates of other curricular and cocurricular activities. On the basis of academic calendar, a detailed timetable is prepared by the respective departments. Faculty members prepare their own teaching plan which is being monitored by the respective Head of the departments and the Principal. Definite numbers of hours are assigned to each unit of the syllabi which enables the faculty to plan their teaching activities and to ensure the completion of the syllabi as per the academic calendar. Thus the institution does not face any challenges in completing the curriculum within the planned time frame and academic calendar. The tentative dates of the various curricular, extracurricular and cocurricular activities are made known to the faculty members well in advance based on which they prepare the academic calendar and teaching plans. In case of any eventuality, faculty members take extra classes and complete the curriculum as per the time frame.

## 2.6 – Student Performance and Learning Outcomes

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

<http://nmfdegree.edu.in/program-outcome>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00145	BCom		600	378	63.00
2C00456	BCom	Accounts & Finance	117	102	87.18
2M00155	BMS	Marketing, Finance	116	113	97.41
4000145	BA	Mass Media	95	70	73.68
1S00256	BSc	Information Technology	123	61	63.54
1S00155	BSc	Computer Science	51	47	92.16

2M00158	MSc	Information Technology	15	12	80.00
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<https://drive.google.com/drive/folders/1IdpPfNOw1AdaKu42W9WAFiZB8cmjZSMN>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	01	University of Mumbai	115000	46000
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Lock and Key for Intellectual Creations	Research Cell IQAC	18/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
India's Excellence Education Award	Nirmala Memorial Foundation College of Commerce and Science	International Brand Consulting Corporation	08/03/2019	Education
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	Rising wings media	Media franchising	07/01/2019
nil	nil	nil	World of Vatsal	Media franchising	31/12/2018
nil	nil	nil	Satyam Firecrackers	Retail	01/08/2019
nil	nil	nil	online marketing	online	01/07/2019
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	5000

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	7	7.36
National	Accountancy	3	7.36
National	BMS	5	7.36
National	Business Economics	2	7.36
National	Information Technology	2	7.36
International	Business Communication	2	7.36
National	Business Law	1	7.36

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

Department	Number of Publication
B.Com (Accounting Finance)	2
BMS	1
BCOM	1
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semina	0	0	0	122

rs/Workshops				
Presented papers	10	16	0	0
Resource persons	0	0	0	2
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
BLOOD DONATION DRIVE	LIONS CLUB, MEENATAL THACKREY BLOOD BANK	4	80
STEM CELL REGISTRY	MARROW DONAR REGISTRY (INDIA)	2	30
RALLY ANTI TOBACCO CAMPAIGN	ROTARY CLUB	3	90
RAKSHBANDHAN CELEBRATIONROAD SAFETY WORKSHOP	SHASHI MANGLAM SCHOOL	2	25
PLANT DISTRIBUTION BELWADI VIRAR	ROTARY CLUB OF KANDIVALI	2	80
POLIO IMMUNIZATION DRIVE	GAYA FOUNDATION	2	20
BEACH CLEANING DRIVE	MCGM	2	30
TRAFFIC CONTROLLING DURING GANPATI VISARJAN	UNITED WAY SAMTA NAGAR POLICE STATION	2	35
DISTRIBUTION OF 6 WATER WHEEL AT SHAHPURDONATION OF MASSAGE CHAIR AND 2 WHEEL CHAIRS	LIONS CLUB	2	8
DONATION OF MASSAGE CHAIR AND 2 WHEEL CHAIRS	NITYANAND ASHRAM (ORPHANAGEOLD AGE HOME)	2	15
ATTENDED WORKSHOP ON AIDS/HIV AWARENESS	RED RIBBON CLUB	1	2
15th AUGUST CELEBRATION MARATHONS SKIT	SAKHI SANYOGINI	2	20
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Skit Competition	1st Prize	S.M.Shetty	20
Road Safety, Rally on Anti drug campaign	Felicitation	Rotrary Club	25
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Assistance to physically challenged people	Asmita Foundation	Exhibition cum Sale of handmade rakhis, bags, files	5	5
Street play	Nirmala Memorial Foundation College of Commerce and Science	Street playSwachh Bharat and health and hygiene of girl child	3	8
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	2	Nirmala Memorial Foundation College of Commerce and Science	33
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
--------------	--------------------	--------------------	---



Endeavour Careers Pvt ltd	30/06/2018	Career Guidance	650
Webstone Educare Infotech Pvt. Ltd.	14/02/2019	Digital marketing training	0
Lions Club of Mumbai, Mahavir Nagar	27/07/2018	NSS	100
ATS Infotech Pvt. Ltd.	27/12/2018	Career in Information Technology Feild	120
Speed Jet Aviation Academy LLP	17/12/2018	Certified Training for Career in Aviation Industry	6
Skyes Ray Edupro	17/12/2018	Certified Financial Planner Program	48
Tally Education Private Ltd.	22/12/2018	Tally .ERP9	51
S. B. Academic Solutions	07/07/2019	Tally .ERP9	51
<a href="#">View File</a>			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
410.3	41825126

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SMS Library Management System	Fully	1	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19669	2553479	1238	233475	20907	2786954
Reference Books	8781	4339832	352	247753	9133	4587585
e-Books	80409	0	0	0	80409	0
Journals	76	99009	53	58500	129	157509

e-Journals	3828	0	0	0	3828	0
CD & Video	125	0	0	0	125	0
Others (specify)	2	11998	0	0	2	11998
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	277	6	3	0	0	7	4	50	0
Added	10	0	0	0	0	0	0	0	0
<b>Total</b>	<b>287</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>4</b>	<b>50</b>	<b>0</b>

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

50 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
599.86	59675101	410.3	41825126

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

The procedures and policies for maintaining and utilising physical, academic and support facilities are well placed in the institution. The details are furnished below: Understanding that maintenance is a common issue in all institutions, a well framed policy and procedure have established for maintenance, repairs, upgradation of physical and academic support facilities. Maintenance Policy and Procedures: The institution has maintained a complaint register where problems are recorded. The Maintenance Committee keeps a check on the register regularly and arranges for the visit of a technician whenever a need arises. The technician handles the problem and issues job completion

report. Bills and payment is forwarded to the Accounts and Finance Department for further payments. The Maintenance Committee on a regular basis furnishes the maintenance reports. The committee has been maintaining annual maintenance contracts for items like computers, photocopy machines, air conditioners, elevators, printers etc. Utilisation of Common Facilities such as Auditorium, Seminar Halls and Supports equipment: The institution maintains a requisition form / book which is made available to teachers for booking the use of infrastructure and facilities like seminar hall, auditorium, etc. After the conduct of the event, a feedback form is submitted by the event organiser for conducting a check on amenities utilised during the event. However, when special requirement is anticipated, such as use of auditorium by outside agencies, procedures for permission, sanction, charges to be levied and norms for usage are laid down in advance. Use of Books Issued by Library: General rules and circulation counter rules, rules on use of e resources and other facilities like Kindle are made clear to students by making it noticeable on website and notice boards. Maintenance of Classrooms and Laboratories: The Maintenance Committee on fortnightly basis supervises classrooms, any damage observed which requires a repair or change of equipment, which is reported in the complaint register. Course of action is taken within a span of a week. At the end, the committee forwards the repair bills to the Accounts and Finance department. Following these procedures helps the institute avoid red tape obstructions.

<http://nmfdegree.edu.in/procedures-policies>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Free ship	221	6344200
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill development	07/07/2018	296	Greeshma Thampi, Avance Image Management
Remedial coaching	06/12/2018	759	In house Faculties
Bridge courses	06/08/2018	210	In house Faculties
Expert lectures	20/10/2018	394	Established College affiliated to University of Mumbai
counselling and mentoring	07/07/2018	1489	TechnoServe

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Endeavor Careers Pvt. Ltd.	78	1489	78	30

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	2	12

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
24	100	20	10	99	10

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	248	BCom	Commerce	Nirmala Memorial Foundation College of Commerce and Science	MCom
2018	1	BCom	Commerce	IBS business school	MCom
2018	2	BCom	Commerce	Kandivali Education Society	MCom
2018	1	BCom	Commerce	Mithibai College	MCom
2018	6	BCom	Commerce	University of Mumbai	MCom
2018	2	BCom	Commerce	University of Mumbai	MBA

2018	3	BCom	Commerce	ICAI	CA
2018	1	BCom	Commerce	Institute of Company secretary of India	Company secretary
2018	1	BCom A&F	Commerce	Mumbai University	MCom
2018	1	BCom A&F	Commerce	UPG COLLEGE	MCom
2018	1	BMS	Management	Atharva institute of management	MBA
2018	1	BSc	Information Technology	Late Bhausaheb Hiray College	MCA
2018	17	BSc	Information Technology	NIRMALA MEMORIAL FOUNDATION COLLEGE	MCA
2018	32	BSc	Information Technology	NIRMALA MEMORIAL FOUNDATION COLLEGE	MSc
2018	1	BCom	Accounting and Finance	Nirmala Memorial Foundation College of Education	B.Ed
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
CAT	8
TOFEL	36
NET	1
SET	1
GMAT	25
Any Other	7
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Elaan	Intercollegiate	172
Jazba	Intercollegiate	30
Techousthav	Intercollegiate	150
Friendship Day Dance Competition	Intercollegiate	1500

Traditional Day	Intercollegiate	1800
Christmas Week	Intercollegiate	900
Rose Day, Mr Miss Nirmala Competition and Junoon 2019	Intercollegiate	1300
Annual Day	Intracollege	300
Annual Sports Meet	Intracollege	1033
Cricket Tournament	Intercollegiate	198
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Photo Sketching	National	0	1	7838 9578 0865 / 17SYC0038	Saurabh Ash
2018	Aaj Ka Neta	National	0	1	6809127827 93 / 18FMM085	Rizvi Gadir Abbas Rizwan Haider
2018	Taekwondo-Silver Medal	International	1	0	4885 1385 0170 / 14TIT034	Vikrant Desai
2018	Youth Independence Open International Karate Championship	International	2	0	7858 9578 0865 / 17SYC0148	Yash Pednekar
2018	Khelo India Khelo Boxing Tournament	National	1	0	5025 1385 0170 / 14SIT0125	Mitika Gulele
2018	16 th Okinawa Goju-Ryu Karate Open International Championship	International	1	0	17MCOM071	Shriram Adhishesha
2018	3rd International Pupils Olympic Martial	International	1	0	17MCOM071	Shriram Adhishesha

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

Student Representatives Committee (SRC) 2018-19 The Student Representatives Committee (SRC) was constituted in the year 2018. The primary objective for forming the SRC is to enable its members to organise activities that encourage allround development of students and to support various endeavours undertaken under the guidance of the college management and teachers. The SRC is a vibrant and versatile platform where students get a plethora of opportunities to explore their creativity and channelize it productively. At SRC, the student members can showcase their talents and discover their potential, which helps them express themselves confidently and make active contribution towards the betterment of society. One of the key highlights of SRC is the emphasis it places on being a responsible and dutiful member of the college, always willing to take the initiative to provide innovative suggestions for betterment of the college as well as the society. A Glimpse into the Academic Year 2018-19 through the Perspective of the SRC Kerala Relief Fund (30th August, 2018): The SRC, with the help of entire college, collaborated with NDTV and collected relief material and funds for the Kerala Relief. The students worked ceaselessly and motivated people to donate. Teacher's Day (5th September, 2018): The SRC took an initiative of dedicating special celebrations for teachers on the occasion of Teacher's Day Fresher's Party (22nd September 2018): SRC rendered active assistance to organise the destination Fresher's Party at Madh, Marve beach. Sports Day (11th - 14th December, 2018): The college provides the students with various sports opportunities by organising Sports day every year. In its capacity, the SRC motivated the students to take part in various events of sports day. Annual Day (19th December, 2018): Grand Annual Day celebrations were held at Kora Kendra Ground on 18th and 19th December, 2018. Student volunteers ensured the celebrations went on smoothly. Christmas Bash (22nd - 24th December, 2018): The SRC supported department of BMM from planning the Christmas bash till its culmination. The weeklong celebration included a mob dance, open talent competition, celebrating Christmas with orphanage children and a party. Technotsav (11th January, 2019): The departmental Festival of BSc.IT/ CS organised Technotsav, the remarkable tech event. This technical fest attracted over 25 colleges and 469 participants and students from various colleges. The SRC played a vital role in marketing the event and executing it successfully. Cycle Parade: On Republic Day, the SRC took the initiative of spreading awareness about pollution control by taking out a peaceful cycle parade in the vicinity area. Complaints and Suggestions: Other than events and festivals, SRC is always receptive to receive various suggestions and complaints. Hence, students are made to feel free to approach SRC members and share their problems, which are ably resolved. Immediate action is taken on valid suggestions and complaints after thorough discussions and approval of the superiors. The Road Ahead The SRC has pledged that it will continue to strive to undertake measures that promote allround development of students and provide support to various initiatives undertaken by the college.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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



0

5.4.4 – Meetings/activities organized by Alumni Association :

0

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

The institute has been implementing several innovative practices related to its academic and administrative activities. However as per NAAC stipulations two best practices which are institutionalised are as below • Centralised management with decentralised administration and • Remedial academic support to academically weak students. The institute functions in a fairly decentralised manner, which is reflected in the democratic functioning of the staff and delegation of authority further through various committees. The institute is committed to upholding the highest standards of quality in academic and extra-curricular activities. The Management takes a long term view towards starting of new programs, judicious use of infrastructure, industry association during the industrial visits and campus interviews etc. Adopting a proactive approach, the Management ensures the democratic participation of all stakeholders in formulation and implementation of the action plans pertaining to academic and other matters. The policies and plans of the college are periodically reviewed monitored for both academic and financial aspects through appropriate channels. The institute provides platform for inculcating in students leadership through various committees like Commerce Association, English Literacy Association, Planning Forum, Cultural Committee, Library Committee, Gujarati Association and NSS. The institute has introduced quite a good number of innovations in the teaching learning process, use of ICT, evaluation of the student's, research and extension activities. The outcome is reflected in the success rate of students in the university examinations. Quality improvement strategies include use of ICT in teaching learning, participation of faculty members in conferences, seminars, workshops, student participation in NSS, community initiatives, inter collegiate events and sports. All the resolutions passed by the College Development Committee are implemented. The Grievance Committee redresses the grievances promptly of any student, faculty or non teaching staff. The work culture of the institute is such that there are no court cases against the institute or by the institute. The feedback on infrastructure and learning resources obtained from the students is analysed and its outcome is used to enhance the quality of the overall functioning of the institute. Faculty members are also deputed to attend seminars, conferences and workshops related to curriculum development, teaching-learning and research which help them to improve their professional competencies. The skill development programs are organised for the non teaching staff. The performance appraisal system as per the UGC guidelines helps the institute to know their weaknesses and outcome of the process is used for enhancing the professional competencies. The Management provides various welfare schemes to faculty members and staff. Since the institute is self financing and major source of its income is tuition and other fees received from the students. The budget estimates, income expenditure and balance sheet are prepared as per the norms of the university. IQAC is constituted as per the guidelines of the NAAC and various decisions taken by the IQAC are implemented by the LMC. The institute has carried out its academic and administrative audit, gender audit and IT audit and their recommendations are implemented. The process of teaching learning and evaluation are continuously reviewed



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

No

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The Institution follows the schedule provided by the University of Mumbai for the First year admissions. • Admissions are granted on the basis of merit and preferences offered by the students. • All the required constitutional and social reservations are observed while granting seats. • College has Gujarati linguistic minority status.
Curriculum Development	We are affiliated to the University of Mumbai we follow the syllabi revision as prescribed by the Board of Studies of different subjects. The college cannot make changes in the Curriculum that is designed by the University. However, a number of Faculty members from the college have contributed in syllabus revision and also been appointed as paper setters at University level. • The Institution invites eminent academicians to provide expert guidance to all programs • The department of B.Sc IT. has introduced Bridge Course to integrate students passing out of Commerce • Institution offers certified valueadded courses for the students
Teaching and Learning	Faculties prepare a teaching plan at the beginning of every semester. This plan is based on the teaching days available for class instruction. The syllabus covered by each faculty is reviewed by the Head of Department. Finally the Principal reviews the teaching plans along with student's attendance reports. • The Institution has 27 equipped classrooms with overhead projectors and audio visual system. Faculties also use separate laptops, VGA cables, portable LCDs • Field visits and Industrial visits are organized by the departments of BMS, BMM, B.Com(A F), B.Sc. IT CS. • Various workshops on skill enhancement are conducted for faculties and students
Examination and Evaluation	The Institution follows all the ordinances as laid down by the University of Mumbai with regard to

examination, evaluation, grading, reevaluation, moderation, verification, photocopy, and remuneration and student progression. A formal Unfair Means Inquiry Committee (UMIC) follows the ordinance 5050 of the University of Mumbai • Centralized Assessment Program CAP • The Examination Committee, in coordination with Office of the Principal, works for declaration of results within the stipulated time. • The committee also facilitates for photocopying and revaluation of papers to address the grievances of the students. • The university of Mumbai has adopted the On Screen Marking (OSM) system for the TY exam assessment.

Research and Development

IQAC and Research cell organized a One Day National Conference on Saturday, 23 March, 2019 . The theme was 'Multi Disciplinary Approach to Innovation, Transformation and Challenges'. 80 research papers were received, out of which 63 papers got selected to be published and 14 papers were presented in two technical sessions. The USP of the conference was the UGC approved EJournal ISSN 23947780 with an impact factor of 7.36. • Encouraging faculties and students to present research papers in various conferences, seminars, symposia. • Faculties undertake minor research projects financed by University of Mumbai • They also attend Faculty Development Programs.

Library, ICT and Physical Infrastructure / Instrumentation

• The newly renovated air conditioned Library, spread into the area of 3228 sq feet with the seating capacity of 197 people is one of the stateofthe art libraries. The new library is divided into ten sections: the Lounge area Circulation Section Reading hall Teachers' reading section Reference book counter Digital Library section (18 computers) Periodical booth section photocopying area and the Librarian's Desk. • There are INFLIBNET's NLISTand WebOPAC facilities • 27 classrooms are equipped with overhead projectors and audiovisual system • There are 6 computer labs with 189 computer systems with broadband internet connectivity with 3 dedicated servers. • An equipped seminar hall and an auditorium.

Human Resource Management

Well qualified faculties are recruited as per the Government and University rules and norms • Various leave

facilities to employees including study leaves for faculties pursuing research and competitive exams like NET/SET/PET.

- Faculty members are encouraged to attend seminars, workshops, conferences symposium.
- Faculty members are encouraged to take up minor research projects with financial assistance from University of Mumbai.
- Faculty Development Programs are conducted for teaching and nonteaching staff members.
- Recreation activities for all staff members like picnic, yoga sessions, stress management lectures are also conducted.

**Industry Interaction / Collaboration**

The Institution intends to establish interaction with industries organizing Industrial Visit for students.

- Various departments organize field trips for the students.
- Internship Program for BMS Students offer valuable career development opportunities.
- Placement committee capitalizes the use of relations with industry in creating job opportunities for the students.
- Experts from the industries are invited for the guest lecturers/seminar/workshops.
- Two MoUs signed 1. Endeavour Careers Pvt. Ltd. for Career Guidance 2. Webstone Educare InfoTech Pvt. Ltd. for Digital marketing training.

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

E-governance area	Details
<p><b>Student Admission and Support</b></p>	<p>1. Notices and information related to college Admission is put on the website            2. Learners are helped and also taught to fill online forms            3. The merit list comes online            4. The Institution has fully functional website where students are provided with a separate login ID to get their assignments, notes or other important notices. It also includes Web OPAC facility where students can check the availability of the desired book in the library            5. Library SMS Library Software MICM            6. Attendance Software MICM            7. The students can avail the facility of E resource whereby they can have the access to past examination question papers, syllabus of all courses, updates of new arrivals of reference books and they are encouraged to recommend a book, E resources.</p>

Examination	1.Timetable of all exams internal or external can be accessed online 2.Results are uploaded on the website 3.Result Software Inficare Solutions Ltd.
Planning and Development	Academic calendar , Program schedule, Notices, Results and Latest updates of activities happening in college are uploaded on the college website.
Administration	Administrative office uses fees software(RESO), uses MIS(SMS Fees software) for smooth functioning of administrative process • Students can avail the facility of cashless fees (credit/debit card) or Demand Draft system. • All administrative documents such as notices, application forms for bonafide, transcript, No Objection Certificate are available on college website.(nmfdegree.edu.in)
Finance and Accounts	1. Accounts Section KDKSpectrum MICM 2. Administrative Office SMS Software MICM 3. Fees Software MICM Reso

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Sumathi Rajkumar	Workshop on Training Program for IQAC Coordinators for NAAC	University of Mumbai	2000
2019	Ms. Vaishali M	One Day Workshop on IOT Syllabus Revision	Thakur College	600
2018	Ms Aparna Panigrahy	One Day Workshop on IOT Syllabus Revision	Thakur College	600
2018	Ms. Huda Mulani	5 Days FDP on Artificial Intelligence	Nagindas Khandavala College	3500
2018	Ms. Pooja Jadhav	5 Days FDP on Artificial Intelligence	Nagindas Khandavala College	3500
2018	Ms. Pratiksha Rai	5 Days FDP on Artificial	Nagindas Khandavala	3500

		Intelligence	College	
2018	Mr. Vinay Dukale	5 Days FDP on Artificial Intelligence	Nagindas Khandavala College	3500
2018	Ms. Carolina Kini	One Day Workshop for non Teaching	Saraf College	500
2018	Mr. Sachin Bhonsale	One Day Workshop for non Teaching	Saraf College	500
2018	Ms. Salma Siddqui	One Day Workshop on TYB.Com Tax Syllabus Revision	K.J. Somaiya College	500
2019	Dr Alpa Upadhyay	One Week State Level Training Program for IQAC Coordinators and Members in University of Mumbai	University of Mumbai	2500
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One Day Faculty Development Program on optimizing the use of INFLIBNET NLIST (Speaker – Prof.Nalini Rajan)	NA	30/08/2018	30/08/2018	40	0
2019	One Day FDP Designing and Developing Flipped Classroom for ELearning Instructio	NA	09/03/2019	09/03/2019	42	0

	ns (Speaker - Prof.Samarth Shrivastava)					
2019	One Day FDP 'Role of IQAC in Pathway to Excellence' (Speaker - Principal Deepa Sharma)	NA	06/02/2019	06/02/2019	42	0
2018	NA	One Day Training Programme for Non Teaching staff called 'Performing the Persona' ( Guest Speaker Dr. Geeta Shetty)	22/12/2018	22/12/2018	0	14

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme by RUSA	1	27/05/2019	17/06/2019	20
Faculty Development Program on INFLIBNET N LIST	40	06/02/2019	06/02/2019	8
Faculty Development Program on Role of IQAC in Pathway to Excellence	42	30/08/2019	30/08/2019	8

[View File](#)

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

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
10	20	0	14

### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Financial support and loan facility to staff in case of financial necessity and untoward incident. 2. Staffs are given the benefit of PF, Gratuity and Incentives.</p>	<p>1. Financial support and loan facility to staff in case of necessity 2. The Institution provides two sets of uniforms and shoes to the class IV employees every year. 3. Nonteaching staff insured through group insurance policy and mediclaim facility. 4. Non teaching staffs are also given festival advance for Diwali and Ganesh Chaturthi</p>	<p>1. Book bank facility for the underprivileged students. 2. Students from socioeconomically weak background are provided the facility to pay the fees in instalments. 3. Payment of fees of needy students from the Students Welfare Account. 4. EarnWhileYouLearn scheme for providing hands on experience for students. (Postgraduate and Undergraduate) 5. The Institution has maintained Student Group Insurance to provide basic medical facility. 6. Sanitary Napkin Vending Machines are installed in the girls washrooms. 7. Reading room made available for longer duration exams. 8. FREESHIP No. of students benefitted (221) 9. CONCESSION No. of students benefitted (20)</p>

### 6.4 – Financial Management and Resource Mobilization

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

The institute has carried out its academic and administrative audit, gender audit and IT audit and their recommendations are implemented. Auditor: M/S SNH Associates, Chartered Accountants, FRN:132819W Auditor's Report is relating to accounts audited under sub section(2) of section 33 34 and rule 19 of the Bombay Public Trusts Act,1950.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Institute of Chartered Accountants of India	160243	Accommodation for Elections 2018

[View File](#)

#### 6.4.3 – Total corpus fund generated

0

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	
Administrative	No		Yes	

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

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

One Day Training Programme on 22 December 2019 for NonTeaching staff called 'Performing the Persona' ( Guest Speaker Dr. Geeta Shetty)
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Renovation of Canteen into spacious hygienic and cost friendly joint 2. Construction of the state of art air conditioned library on 8th floor 3. The Language lab was created and 50 students were given coaching on Spoken English for 30 days.
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Renovation of the library	11/07/2018	02/10/2018	02/01/2019	3849
2018	Develop a language lab	03/05/2018	17/07/2018	17/08/2018	50
2018	Introduction of Value Added and Enrichment Certificate courses	11/07/2019	23/07/2018	15/05/2019	766
2018	Development program for non teaching staff	15/10/2018	22/12/2018	22/12/2018	14
2018	One day faculty development program on INFLIBENET N LIST	11/07/2018	30/08/2018	30/08/2018	40



2019	One day faculty development program on Role of Internal Quality Assurance Cell	15/10/2018	06/02/2019	06/02/2019	42
2019	One day faculty development program on Flipped Classroom	18/01/2019	09/03/2019	09/03/2019	42

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Street play on 'Health And Hygiene' by girl students at slum pocket of lokhandwala, kandivali (east)	15/08/2018	15/08/2018	8	0
Street play on 'Beti Bacho, Beti Padhao'	26/01/2019	26/01/2019	8	4

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

Percentage of power requirement of the University met by the renewable energy sources
1. Plant distribution Belwadi Virar by Gaya Foundation 2. Paper bag and Cloth bag making and distribution 3. Tree plantation (05) 4. Distribution of 6 Water Wheel at Shahpur

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
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	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2018	2	1	24/08/2018	111111	Blood Donation Drive	Awareness towards the healthy practice of donating blood and helping the needy	193
2018	1	1	23/12/2018	1	Organic Farming	Stop Using Chemical based green grocery	15

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	06/06/2018	The Discipline committee ensures that the code of conduct mentioned in the published document (Prospectus) and uploaded on the website are strictly followed by the concern stakeholders, noncompliance of the rules, regulations are reported to the Head of the Institute, and required actions are taken.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day Celebration	21/06/2018	21/06/2018	50
Woman's Day Celebration	08/03/2019	08/03/2019	40
Teacher's Day Celebration	05/09/2018	05/09/2018	50
Public Awareness Program for Voter turnout	01/10/2018	01/10/2018	100

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

1. Energy conservation College has following practices to conserve energy by

electronic equipment's means, by seeking out computing related equipment and services have the lowest footprint possible. Ensuring that all computers have activated power management software to minimize energy consumption and put the computer in sleepy mode when not in use. Always turn off monitors. Adopt guidelines for extending the life of computers and components (i.e. follow manufacturers guidelines) and maximize (i.e. reuse, repair, recycle). Minimising the paper work and wastages go through ecofriendly recycle process.

2. Ewaste management Efforts to reuse the eWaste like computers to teach the basics at the school level. Efforts to repair the computers and to be reused for students and library. 3. Documentaries for Social Change: In collaboration with TV, the students' community clubs regularly organize display of impact making documentaries. Most of these documentaries pertain to environment, energy conservation, women empowerment, social change etc. These documentaries are further discussed by student groups, and their impact is evaluated and the recommendations are forwarded to the concerned developers, who are in close touch with the community clubs. 4. Efforts for Carbon neutrality Plants of various species and varieties have been planted in the campus during the last five years. Over 50 varieties of various kinds of herbs have been planted in Herbal Garden. Approximately 2000 decorative/ornamental plants, bushes, shrubs, etc. have been planted in the surroundings of office buildings, residences, Library, Hostels, etc. Survival rate of the plants in the University campus is more than 90. Use of fossil fuels in the laboratories and hostels has been replaced, wherever possible, with electricity and LPG. The campus has been declared as a "No Smoking Zone". Burning of litter and other waste material has been banned Recycling of used paper is promoted Electronic methods are used to link / convey / transfer the information

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Remedial Academic Support The institute has always focused on the holistic development of the students. Students admitted to the institute may come from an economically disadvantage background, low literacy rate, vernacular medium and first generation learners. These factors hinder the academic growth of the students. To overcome said hindrances, the institute has adopted a practice of providing remedial academic support to slow learners in the form of contact lectures. Objectives of the Practice: The objectives of the practice are: To enable slow learners to get through examination. To assist students to come up with their personal academic problems. To provide them reference books and study materials. To make students aware of the topics important from the examination point of view which enable them to prepare accordingly. To cater to the academic needs of students of all programs. Evidence of Success: Slow learners feel more free and comfortable to come up with their doubts and queries and get satisfactory solution. More and more slow learners have started attending the remedial classes. The success rate of the students has considerably increased. Problems encountered and resources required: At the beginning of the implementation of the said practice the response of the students was not appreciable. To counter this problem, the students were made to understand the importance of contact lectures with the help of the concerned course faculty member in each program on account of which, the number of students gradually increased. The institution does not encounter with any resource problem in implementing the said practice as contact lectures are taken in the classrooms during the college hours. 2. Moral Responsibility towards the society We Say No to Plastic In order to fulfill this noble objective of being socially responsible, an initiative has been conceptualized to support State Government s decision on Plastic bandh. As a part of this initiative, students of (BMS, BMM, BAF departments pooled their efforts to make paper bags with the help of live demonstrations on making of paper bags. On

15th July, 2018 our students have then aptly taken this new learning to greater heights and created a whopping number of 15000 such ecofriendly bags. These bags were distributed to vendors at borivali station who sell green grocery. We believe that this will be a small contribution on the behalf of our college to protect the environment....

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

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

### 7.3 – Institutional Distinctiveness

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

Focusing on the GURU – The college management firmly believes that the role of the teacher is that of a facilitator, a mentor and a guide to young adult college students. By employing quality educators, giving priority to their personal development and encouraging research activities the college invests in its teachers. This ensures that the teaching faculties develop a deeper understanding of teaching methodologies which they can put into practice in diverse classrooms and among varied students. Fair and transparent academic audit, teacher feedback and similar measures are viewed by the faculties as avenues of self improvement and development rather than mere critical evaluation parameters. This feeling is created through transparent and accountable behavior consistently exhibited by all the staff of the institute. Creating a vibrant and engaging WORKPLACE Transparent, open communication systems between the staff and the management and employee involvement in decision making helps create a workplace that is engaging so that employees have pride in what they do and in the institute they work for. The above measures ensure that employees are motivated to work towards a common goal that is in line with the institute's vision. Thus they are committed to the values their institute represents. Job seekers to Career aspirants: A host of activities planned by the Placement Cell, Vocational Education Committee, ... Ensures that the students plan and prepare themselves for an enriching career and not just a job. The numerous seminars and workshops organized by the various committees of the college inculcate long term planning and goal setting rather than only short term focus. Range of newspapers, magazines and journals across various subject areas that are subscribed by the college library ensures that the students are exposed to current issues, business Streamlining of Administrative Procedures: To build a seamless network between the various stakeholders, routine, day to day activities are streamlined. Updated college website, notice boards and office staff build positive interaction among all parties involved with the college. Social values and National Consciousness: Sensitizing students to seek knowledge beyond text books to gaining life lessons by inculcating a spirit of discovery and participation. This is achieved through socially relevant initiatives supported and actively participated by the students of the college, carried out under the aegis of the NSS unit and departmental activities. Our Founder Shri. Thakor Bhai Desai is a prominent Educationist he has an ideology 'Education for all'. He nurtured the dream of all round excellence in education for middle class society. The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value based education and enabling the students to face challenges in modern life. The institutions have become pioneers in providing paradigmatic excellence quality education intertwining tradition with technology morality with modernization. The institute has been catering to the needs of the middle lower class by providing latest facilities amenities to all.

Provide the weblink of the institution

<http://nmfdegree.edu.in/news>

## 8.Future Plans of Actions for Next Academic Year

Beneficiaries Benefits 1. To commence with Parent Teacher Association Cell where the beneficiaries will be Parents as well as the Institution and the benefits expected are Valuable feedback, Guest lectures, and financial assistance like contributions from parents shall help the institution to grow and develop. 2. To create Wellness Center where the beneficiaries are Students , teaching and non teaching staff members and the benefits are: A wellness center will offer health services for both mind and body. The centre, free of cost will provide basic medical services and psychological counselling, thus rejuvenating the stakeholder experiencing it. 3. Collaboration with HP International Ltd, where the beneficiaries are Students , Faculties and the Institute and the benefits are Industry collaboration. 4. International Conference where the beneficiaries are Students, Faculties and Institution. It will help to have research related deliberations and inculcate research aptitude. 5. Organise The Joy of Research One Day State level Workshop where the beneficiaries are Research Scholars. The benefit is to Inculcate research attitude and aptitude. 6. Organize more seminars and workshop on Use of ICT where the beneficiaries are Students and Faculties. The benefit is Use of modern technologies in teaching and learning proces. 7. To strengthen alumni contribution in institution development where the beneficiary is the Institution as alumni participation will help and support the institute in organising various curricular, co curricular and extra curricular events. 8. To be recognised with ISO Certification where the beneficiary is the Institution. The process of achieving the ISO certification shall help the institution to be more organised and systematise the daily course of functional activities. 9. Academic and Administrative Audit for the year 2017 to 2019 where the beneficiary is the Institution. The audit will enable the institution to know its strength and weaknesses at academic and administrative level. 10. Provide seed money for start ups, faculty development and research related activities where the beneficiaries are Students and Faculties. Financial Assistance will help to promote research attitude and assist budding entrepreneurs to start with their business. 11. To build Photography and News rooms where the beneficiary is Students as required infrastructure to give hands on experience and to make teaching learning more effective. 12. To commence with Enrichment and Diploma courses where the beneficiary is Students. Those courses will help the student's to develop their employability skills.