



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Kandivli Education Society's B. K. Shroff College of Arts & M. H. Shroff College of Commerce
• Name of the Head of the institution	Dr. Lily Bhushan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02228053104
• Alternate phone No.	02228053107
• Mobile No. (Principal)	9869078479
• Registered e-mail ID (Principal)	kessc1989@gmail.com
• Address	Bhulabhai Desai Road, Kandivli (West)
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400067
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	05/04/2019
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Ms. Deepti Singh Apte				
• Phone No.	02228053107				
• Mobile No:	9867654437				
• IQAC e-mail ID	1) IQAC@kessc.edu.in, 2) deepti@kessc.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://kesshroffcollege.com/aqar-report-2019-20/				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://drive.google.com/file/d/1Dt6dPeBNjMkgWs_fikNpETzH9tOIQaT/view				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.16	2012	10/03/2012	09/03/2017
Cycle 2	A	3.27	2017	30/10/2017	31/12/2024
6.Date of Establishment of IQAC			21/08/2010		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	07	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	Yes	
<ul style="list-style-type: none"> If yes, mention the amount 	Rs. 30,00,000/- From UGC under the Paramarsh Scheme)	
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>* Submission of AQAR 2019-20 * Participation in National Institutional Ranking Framework (NIRF) * Successful implementation of procedure to identify Advanced Learners and Slow Learners and follow-up action on it * Conducted a workshop on 'Designing and Drafting of Policy Documents' (vis-a-vis NAAC) * Successfully ensured the smooth and effective T-L process through online licenced platform and NO ACADEMIC LOSS TO STUDENTS even in pandemic situation</p>		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes				
1. IQAC Workshop on Policy Documents	IQAC of the College Conducted One Day National Workshop on 'Designing and Drafting Policies- An IQAC Initiative"				
2. Teachers training on drafting Policy Documents	IQAC of the College Conducted One Day National Workshop on 'Designing and Drafting Policies- An IQAC Initiative"				
3. Framing Policy documents and up-loading on college website	Successfully uploaded 12 Policies on College Website				
4. Development of E-content	28 E-contents have been successfully created and uploaded their e-content on YouTube				
5. Normalcy even in pandemic situation	Ensured smooth and effective Teaching-learning through online licenced platform and NO ACADEMIC LOSS TO STUDENTS				
6. Documentation and e-documentation	1) Installation of ERP system 2) Procurement of Licenced version of Office 365, ensuring effective data management and internal communication.				
13. Was the AQAR placed before the statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <tr> <td>Name of the statutory body</td><td>Date of meeting(s)</td></tr> <tr> <td>College Development Committee</td><td>04/12/2021</td></tr> </table>		Name of the statutory body	Date of meeting(s)	College Development Committee	04/12/2021
Name of the statutory body	Date of meeting(s)				
College Development Committee	04/12/2021				
14. Was the institutional data submitted to AISHE ?	No				
<ul style="list-style-type: none"> Year 					

Year	Date of Submission
Nil	Nil
Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	25
2.Student	
2.1 Total number of students during the year:	5851
2.2 Number of outgoing / final year students during the year:	1802
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	3864
3.Academic	
3.1 Number of courses in all programmes during the year:	854
3.2 Number of full-time teachers during the year:	65
3.3 Number of sanctioned posts for the year:	71
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	64
4.2 Total number of Classrooms and Seminar halls	57
4.3 Total number of computers on campus for academic purposes	353
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	570.71879

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college follows outcome based education model and the learning objectives specified in the form of POs, PSOs and COs clearly reflect pertinent developmental needs at all levels. Courses such as Business Ethics and Corporate Social Responsibility and Foundation

Course that form a part of many graduate programmes emphasize on character building and sensitizing learners towards various issues that form the social fabric and have local, regional, national and global relevance. Besides the content forming the part of syllabus of the courses that are part of various degree programmes there are a number of certificate courses introduced that accentuate the need to mould the character of student-s thus creating responsible citizens. A number of courses that lay emphasis on being sensitive towards environmental concerns, gender issues, professional ethics, human values and life skills have also been introduced that have a direct relevance to the contemporary developmental issues. As part of the curricula projects are given to ensure that the students are exposed to development requirements with local up to global scope. In addition to the curriculum, various co-curricular and extra-curricular activities are undertaken to sensitize students towards the real issues.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

17

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

854

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

207

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Issues that cut across various developmental concerns are touched upon in the syllabi of a number of courses. Professional Ethics

forms a part of courses such as Foundation Course, Organizational Behaviour and Business Ethics. Gender sensitivity is instilled as part of syllabi of Foundation Course, Sociology of Gender, Gender and Society in India and Human Resource Management. Discussions take place during lectures to sensitise students on gender issues such as violence against women, female foeticide, sexual harassment at workplace etc. Apart from syllabus various activities on gender sensitization, gender equality and awareness drives about rights and laws are conducted by Women Development and Empowerment cell. Human values are integrated into the curriculum and practised through a number of activities and projects. The Social Impact Committee celebrates Joy of Giving Fortnight during which students collect and then distribute necessity items to orphanages. Gratitude Day is also celebrated to honour our helpers. We have a three year degree Programme in Environmental Management which includes environment related topics that are of great concern for all. There are short term certificate courses too that foster human values and others that cater to the contemporary environmental issues and their probable sustainable solutions.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

42

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

4269

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

5325

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://kessc.edu.in/feedback-reports-2020-21/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://kessc.edu.in/feedback-reports-2020-21/
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

5851

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

47

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses the learning level of the students by incorporating learning ability tests after admissions and ensures following measures for their academic growth and skill enhancement.

For Slow Learners

? Remedial lectures are organised to clarify the concepts and to solve the queries

? Regularly academic monitoring and mentoring, formally, and informally, increases the ability to learn and leads to academic success

? Under peer buddy system, they learn from their peers

? Bridge courses are offered to sharpen their mathematical

and statistical ability

? Recorded lectures on difficult topics are made available on YouTube channel of teachers

? Students from vernacular background are encouraged to opt for language and communication skill development credit courses offered by institution

? Socially disadvantaged students are oriented and supported by Equal opportunity cell

For Advanced Learners

? They are encouraged to take peer learning sessions

? They are counselled to opt for advanced certificate and credit courses offered by Swayam, NPTEL and institution

? They are encouraged and guided to present research papers and take research-based projects. Also motivated to participate in conferences, workshops, and webinars.

? They are also provided various platforms to showcase their critical, analytical and soft skills

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2020	5851	65

File Description	Documents
Upload any additional information	View File

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:

The institution focuses on extensive use of student-centric teaching learning methods for holistic development of students. Curriculum is designed in a way that provides larger scope for practicing experiential learning, participative learning and problem-solving methodologies to enhance the students' learning experience.

Experiential Learning:

Students are encouraged to take part in Webinars and Workshops by Industry experts, Field trips, social activities, Group Discussions, Blood Donation Camps, Cycle rally, etc. which leads to learning through experiencing.

Participative Learning:

Group Discussions and Debates on current issues, Guest Lectures from dominant personalities, Quizzes, Field Projects, Workshops on Sustainable solutions, Paper presentations and Assignments, MOUs with leading National and Foreign Institutions are among the various participative learning methods adopted by facilitators.

Problem Solving Methodologies:

We motivate students to take part in National and International research conferences. They practically learn to conduct surveys and reach the outcome for various problems. Case studies, challenging projects and activities are offered to students for gaining better insight about current issues.

The impact of all the above is that students get 'hands-on experience', training and exposure to practical aspects which gives wings to their ability and hones their decision-making skills and transforms them into independent and tech-savvy individuals.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Institution believes in extensive use of ICT in Teaching-learning keeping in line with 'Digital India' movement to make the learning

environment more conducive. All the classrooms are ICT enabled with three classrooms having smart boards.

Institute focuses on student-centric learning by making optimal use of ICT tools. Methods used for Teaching- Learning Process are Power Point Presentation, Audio- Video clips, Digital notes, Virtual lectures, Online Poll, Online Quiz, etc.

ICT enabled platforms like Zoom, Google meet, YouTube, Edmodo, Google Classroom, WhatsApp etc. are used extensively for delivering lectures and sharing notes for students. Faculties also own their website which is used for effective teaching and circulating notes. Teachers guide students to make use of library facilities, Virtual lab, Studio, other Open E-resources etc. to enhance their learning experience.

Digital library is providing remote access to e-resources like INFLIBNET etc. to all stakeholders. Kindle lab and Internet hub facility is made available to all learners.

Centre for E-Learning (CEL) is established to provide Learning Avenue for learners and teachers. A Virtual Lab helps to create e-content and enables learners to practice programming codes and attend assignments which has taken Teaching-Learning process to the next level.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://kesshroffcollege.com/centre-for-e-learning/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

65

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar committee is formed to prepare academic calendar at the beginning of the year. Committee ensures preparation of academic calendar in line with University Academic Calendar incorporating schedule of activities submitted by In-charges of all the Committees, Associations, Head of Administration and Head of departments.

Academic calendar contains the dates for reopening and closing of college, holidays and vacations, dates for internal and external examinations, dates for workshops and conferences, culture and sports fests, annual day, sports meet and any other events. Academic calendar is displayed on the college website and notice boards. Which helps stakeholders to plan their schedule well in advance.

Comprehensive teaching plans are prepared, discussed and shared with students to make the teaching-learning process effective.

This entire process is monitored by IQAC and timely inputs are ensured. Adherence to the academic calendar and teaching plans is taken care of by IQAC in consultation with Heads of departments, committees, and associations.

The head of institution believes and follows - PIME (Planning, Implementing, Monitoring, and Evaluating) approach in smooth functioning of institution at all levels.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

21

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

546

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

94

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Institution is keeping its examination system open and transparent. It enhances it from time to time ensuring that the system is updated and error-free, addressing all students' grievances.

Continuous Internal Assessment (CIA) components include an internal exam in a semester for each course, periodical assignments/tests/quizzes/project work/field work etc. to keep the students involved with the course throughout the semester. Five marks are allotted for conduct and attendance of students in the respective courses in a graded manner

Examination Management System is fully automated with help of IT applications like Testmoz, MKCL. The reforms are implemented in the methodologies and components of continuous internal and external evaluations from time to time. IT integration is ensured at every stage from filling of form, payment of fees, paper setting, conduct of examinations, evaluation, and result declaration. An additional credit system is introduced benefiting the students. CCTV cameras are installed at strategic places. Upgraded machinery for printing of papers and marksheets in the examination room. A Question Bank is prepared for each course by teachers covering all units/modules with utmost confidentiality. At end of programme, a comprehensive marksheet containing credits of all semesters, additional credits for credit courses, CGPA, attendance and final grade.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kesacin-my.sharepoint.com/:f:/g/personal/c2_kessc_edu_in/EgMifzN_yixFvXuiOtoPU4BFv4dZpNAVS4DWYypbHS6ZQ?e=sSDLG8

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes, Programme Specific Outcomes and course outcomes for all Programmes offered by the institution are well stated and they are displayed on the college website. Students are made aware of its importance and application during the orientation programme - Deeksharambh in the Principal's Address and detailed Departmental presentation. All course teachers communicate their respective COs with students in their classroom interaction and share it along with the syllabus.

Students are made aware about POs, PSOs and COs specifically at the time of admissions to help them to choose appropriate programmes of their choice.

Workshops and Seminars are organised to educate teachers to update them with Outcome-Based Education (OBE).

POs, PSOs and COs are discussed first in departmental meetings and then taken for elaborate discussion in the Board of Studies and finalised in Academic council meetings along with syllabus. They are prepared using action verbs as mentioned in Bloom's taxonomy.

Print version of the Syllabus with POs, PSOs and COs is available in the Library, with the Heads of Departments and Principal's cabin for record and ready reference. Suggestions and recommendations are also invited from experts from time to time for future courses of action.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution follows Direct and Indirect methods for measuring the level of attainment of POs, PSOs and COs.

Under the direct method, academic performance of the learners is measured by the examination committee with the help of summative and formative evaluation mechanisms. Under formative evaluation, Continuous Internal Assessment of forty marks is done through internal test, projects, presentation, viva-voce, field visits, practical's etc. and summative evaluation of sixty marks is done through semester end examination. This helps to measure the level of attainment of course outcomes.

Under indirect methods, participation of learners in curricular, co-curricular and extracurricular activities are measured from record and observation techniques. Attainment of PSOs is ensured by Programme coordinators by organising events and competitions keeping in mind their programme objectives. Clubs and associations of Department, tie-ups, and MOUs with professional bodies widens the horizon fulfilling the PSOs.

Attainment of POs are in line with attainment of COs and PSOs. The head of institution along with the Head of departments and Programme coordinators takes continuous efforts to ensure attainment of COs and PSOs which thereby ensures attainment of POs. Feedback of students, alumni surveys and feedback from employers also helps to measure attainment of POs.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1781

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://kessc.edu.in/wp-content/uploads/2021/07/2.6.3-Final-Year-Examination-Report.pdf

2.7 - Student Satisfaction Survey

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

<https://kesshroffcollege.com/sss-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Recognising the importance of research for any institution, the KESSC Research Advisory Committee has drafted a policy for the promotion of research to motivate faculty members and students to carry out research for their advancement.

The Policy aims to promote a research culture among teachers and students for which the centre has appointed a research advisor to guide students and teachers in writing research papers. To further this purpose, all faculties are encouraged to complete their Ph.D. for which incentives are given. In order to maintain ethical practices in research, all research papers undergo a plagiarism test. There are also guidelines laid down for pursuing major and minor research projects.

To facilitate quality research and innovative research practices,

the KESSC Research Centre is responsible for organising workshops, seminars, webinars and conferences related to research for the staff and students. Furthermore, they are encouraged to attend national and international conferences and publish their papers in quality journals. A unique initiative the centre undertakes, mentioned in the policy, is to organise students' research conferences to encourage research practices among students. These practices, along with the institutional infrastructure the college has provided, ensures that the research culture in the college flourishes.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://kessc.edu.in/wp-content/uploads/2021/07/3.1.1-Research-Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.5

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://kessc.edu.in/wp-content/uploads/2021/07/3.2.2-Research-Projects.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.natcom.org/academic-professional-resources/nca-grant-opportunities/promotion-communication-emerging-democracies
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution takes concrete measures to promote innovation, entrepreneurship, research, and knowledge transfer. The Center for Innovation, Incubation, and Entrepreneurship (CIIE) held several workshops, webinars, and competitions for the students as well as teachers where the stalwart entrepreneurs or business coaches came as resource persons. FDPs and training workshops include "Next-Gen Entrepreneurs: A Roadmap to Success" and "Mentoring Students for Managing Family Business". Webinars include "Starting Your Business and Seeking Required Support" and "Transforming an idea to a startup". A webinar called "Ex-Pert Gyaan" stands out among these as the alumni of the college who are not entrepreneurs were invited to share their journey with the students. CIIE also has a Family Managed Business Cell and conducts an induction program for it every year.

The Research Cell conducted a week-long national workshop on research methodology for teachers and a four-day training on Research Methodology and Data Analysis for students. It also held a

national level intercollegiate student research conference. Eleven students participated in the inter-university research competition Avishkar. Three doctoral students registered under the PhD center submitted their theses. Legal Aid Clinic held a workshop on Online Filing of Copyright and a webinar on Intellectual Property Rights.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	https://kessc.edu.in/wp-content/uploads/2021/07/3.4.2-Research-Guides-Ph.D.-Candidates-20-21.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.5384

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

37

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/3.4.4-Books-conference-1.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

5.28

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Various departments and units of the institution strive to give back to the society by conducting various extension activities.

Our NSS unit organised a blood donation camp with Tata Memorial Hospital and collected 138 units of blood. The volunteers distributed 300 masks at our adopted village Tivari, in Naigaon, Palghar district. In addition to various beach and railway-station clean-up drives, Chhota Kashmir clean up drive at Aarey colony and mega 500 kg waste collection drive were undertaken under the "Mazi Vasundhara" project of Government of Maharashtra. The volunteers painted the Andheri Fish market.

Our NCC unit also organized a workshop on making bricks out of the plastic waste.

The Social Impact Committee (SIC) donated a COVID Testing Kiosk purchased from the money raised from teachers to Govandi Municipal Hospital. Students donated items of daily use to four orphanages under the "Joy of Giving Fortnight".

Women Development and Empowerment Cell (WDEC) held a webinar for parents to help them nurture their children by maintaining gender sensitivity and avoiding gender discrimination. It also enabled the participants to understand gender discrimination by stereotyping male and female qualities. Total 185 attendees were there out of which 59 participants were parents.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/3.6.3-and-3.6.4-Extension-Activities.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

54

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1171

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

2

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The college has a campus area of 1,15,000 sqft. There are two buildings with 53 ICT enabled classrooms having Wi-Fi connectivity and LCD projectors. There are 6 computer labs with 213 computers in all, an internet hub with 14 computers, a kindle lab with 10 kindle readers, an electronics lab, a geography lab and a media lab with a state-of-the-art studio. The college has 2 conference rooms and 3 well equipped auditoriums having LCD projector and internet connectivity with seating capacities of 72, 110 and about 500. There is a multipurpose hall with a capacity of 120 people. There is a separate research centre to inculcate research aptitude among students and teachers. There are 12 Knowledge Dissemination Boards (KDB) to keep students updated about current affairs and upcoming events. Notice Boards - both fixed and movable, are also there in both buildings. There are facilities such as wheelchair and ramps for easy movement of physically challenged

students, KIBO – a multilingual assistive technology for inclusive education of visually impaired, a language lab for assisting vernacular medium students and a counselling centre to ensure emotional and mental well-being.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.1.1-Facilities-for-teaching-and-learning.pdf

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

Sports

The college premise includes 40,000 sq.ft. ground of area with Astroturf, adequate lighting, and demarcation of spaces for athletics, badminton, cricket, football, volleyball etc. Equipment for games such as cricket, football, volleyball, badminton, carom, chess, table tennis, boxing and athletics are available in the Gymkhana which was established in 1991. 86 students utilised the facilities at ground and Gymkhana daily, during the said period. Air-conditioned Gymkhana with an area of 3000sq.ft is equipped with modern gym equipment and focus lights over sitting areas for playing indoor games. College provides sports uniforms and coaching facility.

Cultural

A multi-purpose hall of 2500 sq.ft. an auditorium of 6000 sq.ft. with a capacity of 500, two mini auditoriums of 3000 sq.ft. and seating capacities of 110 and 70 ensure ideal places for conducting practice sessions, cultural events and workshops. Cultural room has a drum set and a guitar. All expenses related to participation in cultural events – local as well as to other cities – are borne by the college. The college has a well- equipped 1200 sq. ft. media lab with MAC computers, cameras, chroma curtain, audio system, audio and video recording and editing software. Director directs the students for drama.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.1.2-Sports--cultural-facilities.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

57

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

46.1682

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The library is fully automated using ILMS namely SLIM-21 (System for Library Information Management) developed by Algorithms Consultants Pvt. Ltd., Pune since 2015. Current SLIM 21 version is 3.7.0. The library is using the modules namely Acquisition, Cataloguing, Circulation, Serial Control, OPAC, WebOPAC, and VIZLOG (Library Visitor). Digital Collection module was purchased in December 2020. The software is maintained through AMC.

Functions carried under various modules are:

Acquisition:

- Requisitions for acquisition
- Order processing
- Master files such as currency, vendors, publishers etc.
- Reports

Cataloguing: is based on AACR2 and used for both print and non-print materials.

- Cataloguing of multilingual collection.

Circulation: is based on defined lending rules and fine policy of the library.

- Issue, return, reissue
- Print transaction report for a borrower

Serial Control:

- Subscription records of journals
- Tracking receipts and non-receipts of issues
- Cataloguing of journals
- Accessioning of bound volumes

Web OPAC: available 24X7

- Display of latest 10 items arrived
- Users can login their account and search, view their loans and renew the books

VIZLOG: Calculation of footfall in the library

DigiColl:

- Managing an Institutional Repository of born digital and digitized material
- Common (Full Text) search for both Digital and Print collections

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.2.1-Library-Management-Software.pdf

4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

18.78509

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

130

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Internet/Wi-Fi facility is updated and renewed every year and the maintenance is taken care of through Annual Maintenance Contract(AMC).College has centralised leased line internet connection with bandwidth of 150mbps. It has 10 separate broadband connections for different sections majority of which are of 50 mbps, renewed regularly as per the periodicity of the plan opted for. There are 25 Sophos routers installed to make a fully networked campus. College uses Sophos firewall to prevent illegal access of internet. Rules, regulations and guidelines for proper usage and maintenance of the technological assets are displayed to ensure their ethical and acceptable use and assure safety and security of data and products. College has 56 licensed Zoom accounts for smooth online teaching-learning process and MKCL examination server for online examination. The official domain of the institution is kessc.edu.in for internal communication, data and resource sharing. Separate budget is allocated for maintenance of IT facilities. A budget of Rs. 90,24,707 is allocated for IT facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.3.1-Internet-Plan.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5851	237

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:
Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.3.4-E-content-development-facilities.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

19.92993

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

There are broadly two types of facilities involving the instruments, equipment, furniture and fixtures in the college:

1. Those which are major and for common utility like the electrical appliances in the college office, classrooms, corridors and common passages, the principal's room etc.

2. Those with the individual departments like laboratory instruments, gadgets, tools, equipment etc.

Standard Operating Procedures (SOPs) for repairs and maintenance and for upgrading the infrastructure and support facilities are well prescribed by the college administration to ensure optimum utilisation. The established SOPs are ISO 9001:2015 certified by qualified auditors annually.

Provision for the annual maintenance contracts for all major equipment, instruments and furniture and fixtures is made every year in the budget. The AMC for major instruments etc. are awarded to service providers on the basis of a transparent policy for the same.

Prior booking of auditoriums and multipurpose hall with date and timing is made for their optimum utilization. Classroom for conducting an event is allocated with prior permission and the event in-charge takes the responsibility of ensuring cleanliness of the class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/maintenance-policy/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

94

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

124

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://kesshroffcollege.com/certificate-courses/
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1642

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate

A. All of the above

committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

369

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

26

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The KES' Shroff College has an active student council with representation from every program. These students are diligent, responsible and are capable of balancing academics and their duties as student council members. They live up to the mark in the academic area as well as co-curricular activities All associations and committees which conduct various co-curricular and extra-curricular activities are student-driven bodies. These bodies have well-defined organizational structures composed of student representatives. The student council acts in bridging the gap between the students and authorities. The detailed structure on representation of students in associations is mentioned below:

1.Chairperson (Teacher)

2.Secretary (Student representative) & Joint Secretary (Student representative)

3.Assistant Secretary (Student representative)

4. Members (Student representative)

Various online intercollegiate academic events like the students research conference and college festivals like Annapoorna Day,

Gurjari namostute, and Chakrawyuha was organised. Students are also part of various administrative bodies such as the freeship and scholarship committee, library advisory committee, college magazine, editorial board committee and student research cell.

Students are offered representative roles at the level of classroom divisions. Selected students are assigned the role of Division representatives (DR).

https://kesacin-my.sharepoint.com/:f:/g/personal/c5_kessc_edu_in/EhGjI790Ax5Cgsz0eCKpWSQBsS6Jnv49mAfU2QmtzRingg?e=PYUPhj

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

120

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Yes.

The college has a registered 'KES College Alumni' (Ex-students Association) /

Registration no. 2231/2004 GBBSD under the Societies Registration Act, 1860, Mumbai.

The Alumni was established in the year 1998. The Alumni is represented by seven permanent office bearers.

1) Non Financial support

In the academic year 2020 -21 the alumnus continued to provide support to the college.

10 alumni members donated blood under the blood donation drive organised by the NSS unit of our college in January 2021.

The departments of Business Economics, Banking and Insurance and BscIT, invited the alumnus as guest speakers to enlighten our students on various career openings and how to choose careers.

They facilitate in organising national level intercollegiate cultural festival by the name 'Chakrawyuha', which was organized online in the academic year. They serve as judges /refrees for the cultural and sports fests.

The alumni is active in serving as members of Board of Studies, IQAC, and the College Development Commiittee (CDC).

2) Financial support

The magnanimous financial contribution by the alumni helped needy students to pay their fees in the year 2020-21

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

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

VISION

Empowering the youth to build their destiny by moulding their character and respecting their right to learn and power to earn.

MISSION

- Educate to sculpt good human beings
- To sensitize students on social issues
- To promote a healthy academic culture in the faculty
- To make the College a centre for a web of activities - academic, social and cultural, a forum for promoting good society
- To enable students to contribute positively to the growth and development of the institution as well as of the nation

The Principal is vested with powers to ensure the proper conduct of the academic programmes, research and extension activities. In order to attain vision and mission and to ensure effective governance, the institution has a Governing Body and College Development Committee. A bottom-up approach is followed in the decision making in departments guided by the Heads/Coordinators. Principal is Ex-officio chairperson of committees and associations. Academic, administrative, co-curricular, and extra-curricular activities are executed under Principal's supervision.

Perspective Plans

For betterment of educational services, the institution has introduced skill oriented and job enrichment programmes, implement examination reforms, strengthen research, consultancy, innovative practices, bolster extension activities and social outreach programmes, and increase focus on entrepreneurship development.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institution practices decentralization and participatory management in line with its belief in collective leadership and democratic decision making. A particular reflection of this practice may be seen in the extensive delegation of authority to the

Heads/Coordinators, teachers of the various Departments in the college and students.

The ways in which Heads of Departments participate in the management process:

- The Head of the Department oversees the Teaching Plans of his/her departmental members.
- He/she is empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties.
- He/she enjoys the privilege of convening departmental meetings where the programmes for the entire term are decided.
- He/she often takes the lead in planning seminars, workshops, career counseling sessions, remedial measures, interdepartmental or/and inter-college exercises, departmental excursions and study tours.
- Heads of Departments plans, prepares and publish the departmental magazine or working paper in consultation with his/her departmental colleagues. The Banking and Insurance Department publishes 'Banca' the Media Department publishes United Colours of KES magazine; the Management Department brings out Enigma magazine.

The Head enjoys the creative wherewithal to introduce Syllabus Component Enhancement/Vocational Courses such as the Geographical Information System Course conducted in the college for the students

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

As delineated in the strategic plan, the institution believes in implementing cafeteria approach to learning and offering a value-added education. In order to achieve this, each department of the institution runs various certificate courses among other things. Some courses are developed in-house whereas others are run in

collaboration with various institutions of national and international repute. Department of Information Technology, for example, runs over half a dozen certificate courses such as Cloud Computing and Machine Learning in collaboration with TCS and the Center for Innovation, Incubation, and Entrepreneurship (CIIE) offers a course on managing family business in collaboration with Asian Institute of Family Managed Business.

The certificate courses belong to myriad areas, from Investment Management to Animation; from Waste Management to Voice Training. The students are free to choose any certificate course they wish to learn and are even offered credits per course. Most certificate courses have duration of three months and the students can choose from the list of seventy five courses.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The organogram is an administrative diagram of College describing the decentralized structure. Our institution managed by the Kandivli Education Society and its governing body takes care of various educational institutions. However, the administration of college is the sole responsibility of the Principal. College administration is a cooperative effort of Principal, Vice-Principal, Deans, teaching staff, non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. The Principal and Vice Principal are involved in the implementation of the perspective plans of the College. They along with Deans ensure that academic and administration functions efficiently through the departments and various committees constituted for the respective cause. Deans are responsible for their respective faculty. Head of Departments are responsible to administer the respective department, run the academic as per the plan and conducts curricular activities. Under the administration of Principal, various Committees are formed such as IQAC, Discipline Committee, Students Grievance Redressal Committee, Attendance Committee,

Time- Table Committee etc. Various Associations are well thought of to ensure over-all development of students. Dean, Administration is the head of non-teaching staff and ensures the administration of various sections as per the college plans and instructions of Principal and Vice-Principal

File Description	Documents
Paste link to Organogram on the institution webpage	https://kessc.edu.in/wp-content/uploads/2021/07/12.pdf
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Welfare measures for Teaching Staff:

- Medi-claim for unaided faculty
- Seed money for minor research to unaided teaching staff
- AC Staffroom, microwave oven, refrigeration and drinking water cooler
- International Exposure to faculty for presenting research papers in conferences organized outside India
- Faculty can avail duty leave for doctoral committee meetings,

thesis submission and viva voce examination pertaining to M.Phil. and Ph.D.

- Financial support to faculty for staff training, skill up gradation, attending conferences, workshops, FDPs, refresher and orientation courses.
- The annual increment for faculty and staff based on career advancement scheme.
- Increment on the successful completion of Ph.D.
- Monetary incentives of Rs. 25,000 on completion of Ph.D.
- Paid maternity leave
- The annual increment for faculty based on career advancement scheme
- Celebration of 'Sadbhavana Diwas'
- Organizing Group Dynamic Programme
- Organizing Health Checkups
- Separate cabin/cubicle with a separate desktop with Wi-Fi facility
- Pantry facility

Welfare measures for Non-teaching Staff:

- Interest Free loan to non-teaching staff
- Medi-claim for unaided faculty
- Total fee exemption for ward of class IV employees
- AC office, microwave oven, refrigeration and drinking water cooler
- Organizing Group Dynamic Programme
- Pantry facility

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

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

16

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

34

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The KES Management has appointed an internal auditor – CA Rohit Vishwakarma and external auditor CA Bharat Desai & Co. Annual financial auditing is done by the internal auditor. The statutory auditor completes the process of statutory audit and assures the institution of various compliances. Apart from the regular systems in place for auditing, Regional Joint Director and the office of

Joint Director carry out the audit on a regular basis. All queries raised by these government bodies are duly clarified. No queries remain pending till date.

Books of Accounts are maintained as per norms.

Accounts are maintained under the supervision of Dean,
Administration.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

1.5

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

MOBILISATION OF FUNDS

The College mobilizes funds in the following ways:

- Funds received as grants from the government funding agencies
- The aided section of the college receives funds as grants from the Government - Central or State, UGC and other educational sponsoring agencies to meet the expenses to run the college.

Fee collected from students:

- A comparatively affordable fee is collected from students in both aided and self-financing sections without violating any of the standard norms.

- No capitation fee is collected.
- The collected fee is used to meet the expenditure to run the institution.

OPTIMAL UTILISATION OF RESOURCES

- Optimal utilization of resources is achieved by proper planning and budgeting

Need based priorities and areas of common utility are identified while budgeting

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Two Practices

1. Class Test for Identifying Advanced and Slow Learners

Any class is a mixed bag of students. In order to make teaching a more effective and targeted effort, the IQAC suggested identifying learners on broad categories of Advanced Learners and Slow Learners. The teachers of each course test the knowledge of the students by way of conducting an objective test either in the classroom or using Google form. The data generated is studied on a range of score which helped identify Advanced Learners and Slow Learners. Then each teacher acts as a mentor to upgrade the level of the SL and assigned challenging assignments to the AL

1. Drafting of Policy Documents

The institution has enlisted expert educationalists and policymakers to help in drafting various policy documents on different issues. The policy documents are written by a team of experts, scrutinized by legal experts, and finally approved by the Principal and the

management. Policy documents also provide guidelines and codes of conduct on handling certain situations. The institution has policies drafted on the issues such as ragging, sexual harassment, use of unfair means in examinations, water and energy conservation etc.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. Development of e-content

All faculties of the institution diligently make e-content in various forms, from videos to PPTs or spoken tutorials. Most of the content is made for direct use of the students learning from a particular teacher. This content is shared with the students directly via mail or WhatsApp. In addition to this, e-content of high quality is segregated and uploaded (published) on public platforms to be viewed by the wider audience globally. The platforms include various MOOCs, YouTube, etc. PPTs are uploaded on Scribd or turned into spoken tutorials and uploaded on YouTube. The faculties constantly strive to improve the standard of their e-content so that the institution can offer online courses on Khan Academy or Swayam in the coming future.

1. Enabling students to use e-content

The students of the institution have extensively utilized this e-content as an aide to what the teacher teaches in the classroom, as a revision, and sometimes for self-study. As the e-content covers substantial part of the knowledge, the teachers have moved away from information delivery in the lectures and now focus on using various techniques of experiential learning.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://kessc.edu.in/wp-content/uploads/2021/07/6.5.3-Report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Measures Initiated:

1. Transparent admission and appointment
2. Equal allotment of duties and responsibilities
3. Provision of rest rooms and common rooms
4. Equal opportunity in class representation and in Students Council Committee
5. Girls' representatives in Students' council, IQAC as Principal's nominee
6. Equal opportunities for representation and participation in activities and events, etc.

7. Effective grievance redressal mechanism through ICC,
discipline committee, legal aid clinic etc.

Activities:

The college shares certain values and principles such as equality, inclusion, respect for human dignity, fairness, justice and diversity of talent. The college holds a mission of instilling social sensitization amongst students and promote gender equity. Hence in this regard, Women Development and Empowerment Cell and various associations of our college organize gender inclusive activities. 16 activities were organized.

1. <https://kessc.edu.in/wdec/>

2.

a. Installation of CCTV Cameras

- Availability of first aid boxes and Doctor on Call facility for medical emergencies
- Appointment of lady watchman

b. Appointment of counsellor

- Free counselling facility for students, staff & their families

c. Separate rooms with required facilities for resting girl students.

d. N.A.

e. Installation of sanitary pad vending machine and incinerators for disposal

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kessc.edu.in/wp-content/uploads/2021/12/Final-7.1.1-Activity-Records.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- **Solid Waste Management:** Waste generated in the college is segregated in the premises. Recyclable waste, dry waste, and biodegradable/wet waste are processed and recycled. The paper-shredder has been operational in the college, shreds fine quality paper which are further treated for compost making. Blue and Red covered dustbins are placed in premises. Pet bottle crushing machine is been installed
- **Wet Waste Management:** Composting bed and Composting tumbler is installed for making compost for the waste generated from kitchen and it is used as manure for college garden.
- **Liquid Waste Management:** College is planning on installing STP for Liquid Waste Management.
- **Biomedical Waste Management:** Separate dustbins are installed for used sanitary pads in ladies' washrooms. Waste generated there is further put in incinerator for disposing it off

- **E-Waste Management:** E-waste is generated in minimal amount in the college and the same is given to registered vendors, with an undertaking that the same will be processed or recycled in an environmentally sound manner. Separate dustbins are installed for collection of E- waste.
- **Hazardous chemicals and radioactive waste management:** Nil
- **Waste Recycling System:** College has a robust policy and process for waste management in campus, right from generation till the disposal of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile

A. Any 4 or all of the above

path lights, display boards and signposts

Assistive technology and facilities for persons

with disabilities: accessible website, screen-reading software, mechanized equipment, etc.

Provision for enquiry and information:

Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our college believes in increasing the cultural competence of the students and promotes 'unity in diversity' so that the students respect various cultural diversities and develop an attitude of appreciation harmony and tolerance towards others in their entire life journey

Different programmes are organized for establishing interaction amongst people of different social and cultural backgrounds which leads to Inclusion and Situatedness

List of events is given below.

- Gujarati Sahitya Mandal - Kavya Pathan Competition, A Talk with Devang Kankal, reputed Gujarati Drama personality for celebrating Vishwa Gujarati Diwas', Online singing competition, Gurjari Namostute'- An Inter Collegiate National Level Competition.
- Marathi Wandgmay Mandal celebrates 'Marathi Bhasha Divas', Kavya Vachan & Kathakathan Competition and Online "Marathi Folk Dance Competition".

- Hindi Sahitya Mandal on occasion of Hindi Diwas- ????? ????? ?
???-????????- ????? ?? ??????? ?????? ?? ?? ?? ????? ??????
- BAMMC event on Indian Regional Theater: Fostering Communal Harmony through Performance aims to perform a function of annihilating discrimination and binding the communities together.

There are different grievance redressal cells in the institute like the Internal Complaint Committee, Students & Teachers grievance redressal cell which deal with grievances without considering anyone's social, regional, religious, communal or cultural background.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

College holds a mission of enriching the character of the students. Value education improves the students' moral and rational thinking and promotes social integration. Hence in order to develop sense of values, college undertakes different initiatives by organizing various activities to sensitize students and employees about the constitutional obligations: Values, Rights, Duties and Responsibilities of the citizens.

23 activities were organized in this regard.

NSS imbibes duties, rights, responsibilities among students and employees by organizing activities like Vigilance Pledge Taking by GOI, National Unity Day by GOI, Session on Democracy and Secularism, Session on Constitution of India and Secularism, Session on Samvidhan Din.

To inculcate human values, professional ethics, openness, accountability, initiative was taken by Centre for Universal Human Values and Department of Humanities by organising a workshop on "AAP Khaas hai- Mann ka Vikas Apse hai" , Cultivate Kindness Movement, A webinar on Journalism: A Battleground between Truth and Fiction.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The college has celebrated many National, International and commemorative days with a vision to sensitize students about national and global issues and aspects that hold value and priority.

The college has celebrated the following days in the same regard in academic year 2020-21

- International Yoga Day
- Bank Nationalization Day

- Kargil Vijay Diva
- August Kranti Din
- National Radio Day
- Independence Day
- International Charity Day
- Teachers Day Celebration
- International Literacy Day
- World Suicide Prevention Day
- International Day of Democracy
- NSS Day celebration
- Gandhi Jayanti
- Lal Bahadur Shastri Jayanti
- Air Force Day
- World Student Day
- Vachan Prerna Diwas
- National Unity Day
- International Accounting Day
- Children's Day
- Constitution Day
- National Mathematics Day
- Birth Anniversary of Netaji
- Republic Day
- Martyrs Day

- World Cancer Day
- Data Privacy Day
- World Water Day
- Dr.B.R. Ambedkar Jayanti

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. Title of the Practice No.1: Student's Research Conference

2. Objectives of the Practice

a.. To make students aware of research methods and practices

b. To develop scientific temperament among students

c. To encourage students for research publications

3. The context

The Research Centre of our college organizes Students' Research Conference to inculcate research culture among students. Since its inception from the year 2013-2014, responses are increasing every year.

4. The Practice

Pan India conference organised every year

Best paper awards and cash prizes given to encourage students

Theme: 2020-21- COVID-19 IMPACT on Finance, Management, Information Technology, Media & Society

Total no. of participants-277

5. Evidence of Success

Students develop research attitude and critical thinking with understanding of various statistical tools and techniques. They upgrade their communication, presentation skills with confidence and also learn solutions to solve the problems under the able guidance of research mentors.

6. Problems Encountered and Resources Required

The students from various vernacular backgrounds find it difficult to engage in research activities. Principal, teachers and research guides encourage students to improve research skills.

1. Title of the Practice No.2: Vidyotejak- Mobile Distribution for Economically deprived students during Pandemic

2. Objectives of the Practice

To enable students to attend the lectures online during covid-19 pandemic situation

3. The context

KES Management provided mobile phones during the pandemic to the economically weak students which enabled them to attend online lectures and inclusive education under 'Vidyotejak Scheme'.

4. The Practice

Class teachers identified economically weak students who were not able to attend online lectures due to unavailability of supportive devices. 21 eligible students benefited with a preloaded one year Jio data pack costing Rs. 2,17,000/-

- Beneficiaries are as follows
- B. Com: 15
- B.A: 04
- Self Finance: 02

5. Evidence of Success:

This scheme enabled 21 students to avail the facility of smartphones and they were able to get regular education without wasting a year during the pandemic.

6. Problems Encountered and Resources Required

It was difficult to identify genuine and economically deprived students online to provide this scheme.

File Description	Documents
Best practices in the Institutional website	https://kessc.edu.in/best-practices-2021/
Any other relevant information	https://kessc.edu.in/wp-content/uploads/2021/07/7.2-Best-Practices-documents-2020-21-Converted.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Gratitude Day

- Our college believes in enriching students with moral values like respect for others, inclusion, and responsibility. The students of the college whole heartedly step forward and take onus of celebrating Gratitude Day every year
- The event is an attempt to show respect and gratitude to the class 4 employees for all the silent services that

they provide for the smooth functioning of the college

- This event is being celebrated since the AY 2013-14
- Students of the entire college contribute as per their will as the Institution believes in 'No Compulsion for Compassion.'
- The amount contributed by students is then used to buy gifts for the class IV employees
- On the day of the main event, with the able guidance of Social Impact Committee mentors, a special function is hosted by the students
- Class IV employees are welcomed and felicitated with gifts. Later, the students themselves serve food to the class 4 employees
- This act of gratitude strengthens the moral character of the students and helps them to be a better human being. This imbibes the value of dignity of labour amongst them throughout their life which is also reflected in our college logo 'character is destiny'.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college follows outcome based education model and the learning objectives specified in the form of POs, PSOs and COs clearly reflect pertinent developmental needs at all levels. Courses such as Business Ethics and Corporate Social Responsibility and Foundation Course that form a part of many graduate programmes emphasize on character building and sensitizing learners towards various issues that form the social fabric and have local, regional, national and global relevance. Besides the content forming the part of syllabus of the courses that are part of various degree programmes there are a number of certificate courses introduced that accentuate the need to mould the character of student-s thus creating responsible citizens. A number of courses that lay emphasis on being sensitive towards environmental concerns, gender issues, professional ethics, human values and life skills have also been introduced that have a direct relevance to the contemporary developmental issues. As part of the curricula projects are given to ensure that the students are exposed to development requirements with local up to global scope. In addition to the curriculum, various co-curricular and extra-curricular activities are undertaken to sensitize students towards the real issues.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

17

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

854

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

207

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Issues that cut across various developmental concerns are touched upon in the syllabi of a number of courses. Professional Ethics forms a part of courses such as Foundation Course, Organizational Behaviour and Business Ethics. Gender sensitivity is instilled as part of syllabi of Foundation Course, Sociology of Gender, Gender and Society in India and Human Resource Management. Discussions take place during lectures to sensitise students on gender issues such as violence against women, female foeticide, sexual harassment at workplace etc. Apart from syllabus various activities on gender sensitization, gender equality and awareness drives about rights and laws are conducted by Women Development and Empowerment cell. Human values are integrated into the curriculum and practised through a number of activities and projects. The Social Impact Committee celebrates Joy of Giving Fortnight during which students collect and then distribute necessity items to orphanages. Gratitude Day is also celebrated to honour our helpers. We have a three year degree Programme in Environmental Management which includes environment related topics that are of great concern for all. There are short term certificate courses too that foster human values and others that cater to the contemporary environmental issues and their probable sustainable solutions.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

42

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

4269

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

5325

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://kessc.edu.in/feedback-reports-2020-21/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://kessc.edu.in/feedback-reports-2020-21/
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

5851

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

47

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses the learning level of the students by incorporating learning ability tests after admissions and ensures following measures for their academic growth and skill enhancement.

For Slow Learners

? Remedial lectures are organised to clarify the concepts and to solve the queries

? Regularly academic monitoring and mentoring, formally, and informally, increases the ability to learn and leads to academic success

? Under peer buddy system, they learn from their peers

? Bridge courses are offered to sharpen their mathematical and statistical ability

? Recorded lectures on difficult topics are made available on YouTube channel of teachers

? Students from vernacular background are encouraged to opt for language and communication skill development credit courses offered by institution

? Socially disadvantaged students are oriented and supported by Equal opportunity cell

For Advanced Learners

? They are encouraged to take peer learning sessions

? They are counselled to opt for advanced certificate and credit courses offered by Swayam, NPTEL and institution

? They are encouraged and guided to present research papers and take research-based projects. Also motivated to participate in conferences, workshops, and webinars.

? They are also provided various platforms to showcase their critical, analytical and soft skills

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2020	5851	65

File Description	Documents
Upload any additional information	View File

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:

The institution focuses on extensive use of student-centric teaching learning methods for holistic development of students. Curriculum is designed in a way that provides larger scope for practicing experiential learning, participative learning and problem-solving methodologies to enhance the students' learning experience.

Experiential Learning:

Students are encouraged to take part in Webinars and Workshops by Industry experts, Field trips, social activities, Group Discussions, Blood Donation Camps, Cycle rally, etc. which leads to learning through experiencing.

Participative Learning:

Group Discussions and Debates on current issues, Guest Lectures

from dominant personalities, Quizzes, Field Projects, Workshops on Sustainable solutions, Paper presentations and Assignments, MOUs with leading National and Foreign Institutions are among the various participative learning methods adopted by facilitators.

Problem Solving Methodologies:

We motivate students to take part in National and International research conferences. They practically learn to conduct surveys and reach the outcome for various problems. Case studies, challenging projects and activities are offered to students for gaining better insight about current issues.

The impact of all the above is that students get 'hands-on experience', training and exposure to practical aspects which gives wings to their ability and hones their decision-making skills and transforms them into independent and tech-savvy individuals.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Institution believes in extensive use of ICT in Teaching-learning keeping in line with 'Digital India' movement to make the learning environment more conducive. All the classrooms are ICT enabled with three classrooms having smart boards.

Institute focuses on student-centric learning by making optimal use of ICT tools. Methods used for Teaching- Learning Process are Power Point Presentation, Audio- Video clips, Digital notes, Virtual lectures, Online Poll, Online Quiz, etc.

ICT enabled platforms like Zoom, Google meet, YouTube, Edmodo, Google Classroom, WhatsApp etc. are used extensively for delivering lectures and sharing notes for students. Faculties also own their website which is used for effective teaching and circulating notes. Teachers guide students to make use of library facilities, Virtual lab, Studio, other Open E-resources etc. to enhance their learning experience.

Digital library is providing remote access to e-resources like INFLIBNET etc. to all stakeholders. Kindle lab and Internet hub facility is made available to all learners.

Centre for E-Learning (CEL) is established to provide Learning Avenue for learners and teachers. A Virtual Lab helps to create e-content and enables learners to practice programming codes and attend assignments which has taken Teaching-Learning process to the next level.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://kesshroffcollege.com/centre-for-e-learning/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

65

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar committee is formed to prepare academic calendar at the beginning of the year. Committee ensures preparation of academic calendar in line with University Academic Calendar incorporating schedule of activities submitted by In-charges of all the Committees, Associations, Head of Administration and Head of departments.

Academic calendar contains the dates for reopening and closing of college, holidays and vacations, dates for internal and external examinations, dates for workshops and conferences, culture and sports fests, annual day, sports meet and any other events. Academic calendar is displayed on the college website and notice

boards. Which helps stakeholders to plan their schedule well in advance.

Comprehensive teaching plans are prepared, discussed and shared with students to make the teaching-learning process effective.

This entire process is monitored by IQAC and timely inputs are ensured. Adherence to the academic calendar and teaching plans is taken care of by IQAC in consultation with Heads of departments, committees, and associations.

The head of institution believes and follows - PIME (Planning, Implementing, Monitoring, and Evaluating) approach in smooth functioning of institution at all levels.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

21

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

546

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

94

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Institution is keeping its examination system open and transparent. It enhances it from time to time ensuring that the system is updated and error-free, addressing all students' grievances.

Continuous Internal Assessment (CIA) components include an internal exam in a semester for each course, periodical assignments/tests/quizzes/project work/field work etc. to keep the students involved with the course throughout the semester. Five marks are allotted for conduct and attendance of students in the respective courses in a graded manner

Examination Management System is fully automated with help of IT applications like Testmoz, MKCL. The reforms are implemented in the methodologies and components of continuous internal and external evaluations from time to time. IT integration is ensured at every stage from filling of form, payment of fees, paper setting, conduct of examinations, evaluation, and result declaration. An additional credit system is introduced benefiting the students. CCTV cameras are installed at strategic places. Upgraded machinery for printing of papers and marksheets in the examination room. A Question Bank is prepared for each course by teachers covering all units/modules with utmost confidentiality. At end of programme, a comprehensive marksheet containing credits of all semesters, additional credits for credit courses, CGPA, attendance and final grade.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kesacin-my.sharepoint.com/:f:/g/personal/c2_kessc_edu_in/EgMifzN_yixFvXuiOtoPU4BFv4dZpNAVS4DWYypbHS6ZQ?e=sSDLG8

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes, Programme Specific Outcomes and course outcomes for all Programmes offered by the institution are well

stated and they are displayed on the college website. Students are made aware of its importance and application during the orientation programme - Deeksharambh in the Principal's Address and detailed Departmental presentation. All course teachers communicate their respective COs with students in their classroom interaction and share it along with the syllabus.

Students are made aware about POs, PSOs and COs specifically at the time of admissions to help them to choose appropriate programmes of their choice.

Workshops and Seminars are organised to educate teachers to update them with Outcome-Based Education (OBE).

POs, PSOs and COs are discussed first in departmental meetings and then taken for elaborate discussion in the Board of Studies and finalised in Academic council meetings along with syllabus. They are prepared using action verbs as mentioned in Bloom's taxonomy.

Print version of the Syllabus with POs, PSOs and COs is available in the Library, with the Heads of Departments and Principal's cabin for record and ready reference. Suggestions and recommendations are also invited from experts from time to time for future courses of action.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution follows Direct and Indirect methods for measuring the level of attainment of POs, PSOs and COs.

Under the direct method, academic performance of the learners is measured by the examination committee with the help of summative and formative evaluation mechanisms. Under formative evaluation, Continuous Internal Assessment of forty marks is done through internal test, projects, presentation, viva-voce, field visits, practical's etc. and summative evaluation of sixty marks is done

through semester end examination. This helps to measure the level of attainment of course outcomes.

Under indirect methods, participation of learners in curricular, co-curricular and extracurricular activities are measured from record and observation techniques. Attainment of PSOs is ensured by Programme coordinators by organising events and competitions keeping in mind their programme objectives. Clubs and associations of Department, tie-ups, and MOUs with professional bodies widens the horizon fulfilling the PSOs.

Attainment of POs are in line with attainment of COs and PSOs. The head of institution along with the Head of departments and Programme coordinators takes continuous efforts to ensure attainment of COs and PSOs which thereby ensures attainment of POs. Feedback of students, alumni surveys and feedback from employers also helps to measure attainment of POs.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1781

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://kessc.edu.in/wp-content/uploads/2021/07/2.6.3-Final-Year-Examination-Report.pdf

2.7 - Student Satisfaction Survey

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

<https://kesshroffcollege.com/sss-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Recognising the importance of research for any institution, the KESSC Research Advisory Committee has drafted a policy for the promotion of research to motivate faculty members and students to carry out research for their advancement.

The Policy aims to promote a research culture among teachers and students for which the centre has appointed a research advisor to guide students and teachers in writing research papers. To further this purpose, all faculties are encouraged to complete their Ph.D. for which incentives are given. In order to maintain ethical practices in research, all research papers undergo a plagiarism test. There are also guidelines laid down for pursuing major and minor research projects.

To facilitate quality research and innovative research practices, the KESSC Research Centre is responsible for organising workshops, seminars, webinars and conferences related to research for the staff and students. Furthermore, they are encouraged to attend national and international conferences and publish their papers in quality journals. A unique initiative the centre undertakes, mentioned in the policy, is to organise students' research conferences to encourage research practices among students. These practices, along with the institutional infrastructure the college has provided, ensures that the research culture in the college flourishes.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://kessc.edu.in/wp-content/uploads/2021/07/3.1.1-Research-Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.5

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://kessc.edu.in/wp-content/uploads/2021/07/3.2.2-Research-Projects.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.natcom.org/academic-professional-resources/nca-grant-opportunities/promotion-communication-emerging-democracies
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution takes concrete measures to promote innovation, entrepreneurship, research, and knowledge transfer. The Center for Innovation, Incubation, and Entrepreneurship (CIIE) held several workshops, webinars, and competitions for the students as well as teachers where the stalwart entrepreneurs or business coaches came as resource persons. FDPs and training workshops include "Next-Gen Entrepreneurs: A Roadmap to Success" and "Mentoring Students for Managing Family Business". Webinars include "Starting Your Business and Seeking Required Support" and "Transforming an idea to a startup". A webinar called "Ex-Pert Gyaan" stands out among these as the alumni of the college who are not entrepreneurs were invited to share their journey with the students. CIIE also has a Family Managed Business Cell and conducts an induction program for it every year.

The Research Cell conducted a week-long national workshop on research methodology for teachers and a four-day training on Research Methodology and Data Analysis for students. It also held a national level intercollegiate student research conference. Eleven students participated in the inter-university research competition Avishkar. Three doctoral students registered under the PhD center submitted their theses. Legal Aid Clinic held a workshop on Online Filing of Copyright and a webinar on Intellectual Property Rights.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	https://kessc.edu.in/wp-content/uploads/2021/07/3.4.2-Research-Guides-Ph.D.-Candidates-20-21.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.5384

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

37

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/3.4.4-Books-conference-1.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

5.28

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Various departments and units of the institution strive to give back to the society by conducting various extension activities.

Our NSS unit organised a blood donation camp with Tata Memorial Hospital and collected 138 units of blood. The volunteers distributed 300 masks at our adopted village Tivari, in Naigaon, Palghar district. In addition to various beach and railway-station clean-up drives, Chhota Kashmir clean up drive at Aarey colony and mega 500 kg waste collection drive were undertaken under the "Mazi Vasundhara" project of Government of Maharashtra. The volunteers painted the Andheri Fish market.

Our NCC unit also organized a workshop on making bricks out of the plastic waste.

The Social Impact Committee (SIC) donated a COVID Testing Kiosk purchased from the money raised from teachers to Govandi Municipal Hospital. Students donated items of daily use to four orphanages under the "Joy of Giving Fortnight".

Women Development and Empowerment Cell (WDEC) held a webinar for parents to help them nurture their children by maintaining gender sensitivity and avoiding gender discrimination. It also enabled the participants to understand gender discrimination by stereotyping male and female qualities. Total 185 attendees were there out of which 59 participants were parents.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/3.6.3-and-3.6.4-Extension-Activities.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

54

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1171

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work

2

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The college has a campus area of 1,15,000 sqft. There are two buildings with 53 ICT enabled classrooms having Wi-Fi connectivity and LCD projectors. There are 6 computer labs with 213 computers in all, an internet hub with 14 computers, a kindle lab with 10 kindle readers, an electronics lab, a geography lab and a media lab with a state-of-the-art studio. The college has 2 conference rooms and 3 well equipped auditoriums having LCD projector and internet connectivity with seating capacities of 72, 110 and about 500. There is a multipurpose hall with a capacity of 120 people. There is a separate research centre to inculcate research aptitude among students and teachers. There are 12 Knowledge Dissemination Boards (KDB) to keep students updated about current affairs and upcoming events. Notice Boards - both fixed and movable, are also there in both buildings. There

are facilities such as wheelchair and ramps for easy movement of physically challenged students, KIBO - a multilingual assistive technology for inclusive education of visually impaired, a language lab for assisting vernacular medium students and a counselling centre to ensure emotional and mental well-being.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.1.1-Facilities-for-teaching-and-learning.pdf

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

Sports

The college premise includes 40,000 sq.ft. ground of area with Astroturf, adequate lighting, and demarcation of spaces for athletics, badminton, cricket, football, volleyball etc. Equipment for games such as cricket, football, volleyball, badminton, carom, chess, table tennis, boxing and athletics are available in the Gymkhana which was established in 1991. 86 students utilised the facilities at ground and Gymkhana daily, during the said period. Air-conditioned Gymkhana with an area of 3000sq.ft is equipped with modern gym equipment and focus lights over sitting areas for playing indoor games. College provides sports uniforms and coaching facility.

Cultural

A multi-purpose hall of 2500 sq.ft. an auditorium of 6000 sq.ft. with a capacity of 500, two mini auditoriums of 3000 sq.ft. and seating capacities of 110 and 70 ensure ideal places for conducting practice sessions, cultural events and workshops. Cultural room has a drum set and a guitar. All expenses related to participation in cultural events - local as well as to other cities- are borne by the college. The college has a well-equipped 1200 sq. ft. media lab with MAC computers, cameras, chroma curtain, audio system, audio and video recording and editing software. Director directs the students for drama.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.1.2-Sports- -cultural-facilities.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

57

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

46.1682

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The library is fully automated using ILMS namely SLIM-21 (System for Library Information Management) developed by Algorhythms Consultants Pvt. Ltd., Pune since 2015. Current SLIM 21 version is 3.7.0. The library is using the modules namely Acquisition, Cataloguing, Circulation, Serial Control, OPAC, WebOPAC, and VIZLOG (Library Visitor). Digital Collection module was purchased

in December 2020. The software is maintained through AMC.

Functions carried under various modules are:

Acquisition:

- Requisitions for acquisition
- Order processing
- Master files such as currency, vendors, publishers etc.
- Reports

Cataloguing: is based on AACR2 and used for both print and non-print materials.

- Cataloguing of multilingual collection.

Circulation: is based on defined lending rules and fine policy of the library.

- Issue, return, reissue
- Print transaction report for a borrower

Serial Control:

- Subscription records of journals
- Tracking receipts and non-receipts of issues
- Cataloguing of journals
- Accessioning of bound volumes

Web OPAC: available 24X7

- Display of latest 10 items arrived
- Users can login their account and search, view their loans and renew the books

VIZLOG: Calculation of footfall in the library

DigiColl:

- Managing an Institutional Repository of born digital and digitized material
- Common (Full Text) search for both Digital and Print collections

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.2.1-Library-Management-Software.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

18.78509

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

130

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Internet/Wi-Fi facility is updated and renewed every year and the maintenance is taken care of through Annual Maintenance Contract(AMC).College has centralised leased line internet connection with bandwidth of 150mbps. It has 10 separate broadband connections for different sections majority of which are of 50 mbps, renewed regularly as per the periodicity of the plan opted for. There are 25 Sophos routers installed to make a fully networked campus. College uses Sophos firewall to prevent illegal access of internet. Rules, regulations and guidelines for proper usage and maintenance of the technological assets are displayed to ensure their ethical and acceptable use and assure safety and security of data and products. College has 56 licensed Zoom accounts for smooth online teaching-learning process and MKCL examination server for online examination. The official domain of the institution is kessc.edu.in for internal communication, data and resource sharing. Separate budget is allocated for maintenance of IT facilities. A budget of Rs. 90,24,707 is allocated for IT facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.3.1-Internet-Plan.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5851	237

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kessc.edu.in/wp-content/uploads/2021/07/4.3.4-E-content-development-facilities.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

19.92993

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

There are broadly two types of facilities involving the instruments, equipment, furniture and fixtures in the college:

1. Those which are major and for common utility like the electrical appliances in the college office, classrooms, corridors and common passages, the principal's room etc.
2. Those with the individual departments like laboratory instruments, gadgets, tools, equipment etc.

Standard Operating Procedures (SOPs) for repairs and maintenance and for upgrading the infrastructure and support facilities are well prescribed by the college administration to ensure optimum utilisation. The established SOPs are ISO 9001:2015 certified by qualified auditors annually.

Provision for the annual maintenance contracts for all major equipment, instruments and furniture and fixtures is made every year in the budget. The AMC for major instruments etc. are awarded to service providers on the basis of a transparent policy for the same.

Prior booking of auditoriums and multipurpose hall with date and timing is made for their optimum utilization. Classroom for conducting an event is allocated with prior permission and the event in-charge takes the responsibility of ensuring cleanliness of the class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kessc.edu.in/maintenance-policy/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

94

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

124

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://kesshroffcollege.com/certificate-courses/
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1642

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

369

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

26

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The KES' Shroff College has an active student council with representation from every program. These students are diligent, responsible and are capable of balancing academics and their duties as student council members. They live up to the mark in the academic area as well as co-curricular activities All

associations and committees which conduct various co-curricular and extra-curricular activities are student-driven bodies. These bodies have well-defined organizational structures composed of student representatives. The student council acts in bridging the gap between the students and authorities. The detailed structure on representation of students in associations is mentioned below:

1. Chairperson (Teacher)

2. Secretary (Student representative) & Joint Secretary (Student representative)

3. Assistant Secretary (Student representative)

4. Members (Student representative)

Various online intercollegiate academic events like the students research conference and college festivals like Annapoorna Day, Gurjari namostute, and Chakrawyuha was organised. Students are also part of various administrative bodies such as the freeship and scholarship committee, library advisory committee, college magazine, editorial board committee and student research cell.

Students are offered representative roles at the level of classroom divisions. Selected students are assigned the role of Division representatives (DR).

https://kesacin-my.sharepoint.com/:f:/g/personal/c5_kessc_edu_in/EhGjI790Ax5Cgsz0eCKpWSQBsS6Jnv49mAfU2QmtzRingg?e=PYUPhj

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

120

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Yes.

The college has a registered 'KES College Alumni' (Ex-students Association) /

Registration no. 2231/2004 GBBSD under the Societies Registration Act, 1860, Mumbai.

The Alumni was established in the year 1998. The Alumni is represented by seven permanent office bearers.

1) Non Financial support

In the academic year 2020 -21 the alumnus continued to provide support to the college.

10 alumni members donated blood under the blood donation drive organised by the NSS unit of our college in January 2021.

The departments of Business Economics, Banking and Insurance and BscIT, invited the alumnus as guest speakers to enlighten our students on various career openings and how to choose careers.

They facilitate in organising national level intercollegiate cultural festival by the name 'Chakrawyuha', which was organized online in the academic year. They serve as judges /refrees for the cultural and sports fests.

The alumni is active in serving as members of Board of Studies, IQAC, and the College Development Commiittee (CDC).

2) Financial support

The magnanimous financial contribution by the alumni helped needy students to pay their fees in the year 2020-21

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

VISION

Empowering the youth to build their destiny by moulding their character and respecting their right to learn and power to earn.

MISSION

- Educate to sculpt good human beings
- To sensitize students on social issues
- To promote a healthy academic culture in the faculty
- To make the College a centre for a web of activities - academic, social and cultural, a forum for promoting good society
- To enable students to contribute positively to the growth and development of the institution as well as of the nation

The Principal is vested with powers to ensure the proper conduct of the academic programmes, research and extension activities. In order to attain vision and mission and to ensure effective governance, the institution has a Governing Body and College Development Committee. A bottom-up approach is followed in the decision making in departments guided by the Heads/Coordinators. Principal is Ex-officio chairperson of committees and

associations. Academic, administrative, co-curricular, and extra-curricular activities are executed under Principal's supervision.

Perspective Plans

For betterment of educational services, the institution has introduced skill oriented and job enrichment programmes, implement examination reforms, strengthen research, consultancy, innovative practices, bolster extension activities and social outreach programmes, and increase focus on entrepreneurship development.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institution practices decentralization and participatory management in line with its belief in collective leadership and democratic decision making. A particular reflection of this practice may be seen in the extensive delegation of authority to the Heads/Coordinators, teachers of the various Departments in the college and students.

The ways in which Heads of Departments participate in the management process:

- The Head of the Department oversees the Teaching Plans of his/her departmental members.
- He/she is empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties.
- He/she enjoys the privilege of convening departmental meetings where the programmes for the entire term are decided.
- He/she often takes the lead in planning seminars, workshops, career counseling sessions, remedial measures, interdepartmental or/and inter-college exercises, departmental excursions and study tours.
- Heads of Departments plans, prepares and publish the departmental magazine or working paper in consultation with

his/her departmental colleagues. The Banking and Insurance Department publishes 'Banca' the Media Department publishes United Colours of KES magazine; the Management Department brings out Enigma magazine.

The Head enjoys the creative wherewithal to introduce Syllabus Component Enhancement/Vocational Courses such as the Geographical Information System Course conducted in the college for the students

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

As delineated in the strategic plan, the institution believes in implementing cafeteria approach to learning and offering a value-added education. In order to achieve this, each department of the institution runs various certificate courses among other things. Some courses are developed in-house whereas others are run in collaboration with various institutions of national and international repute. Department of Information Technology, for example, runs over half a dozen certificate courses such as Cloud Computing and Machine Learning in collaboration with TCS and the Center for Innovation, Incubation, and Entrepreneurship (CIIE) offers a course on managing family business in collaboration with Asian Institute of Family Managed Business.

The certificate courses belong to myriad areas, from Investment Management to Animation; from Waste Management to Voice Training. The students are free to choose any certificate course they wish to learn and are even offered credits per course. Most certificate courses have duration of three months and the students can choose from the list of seventy five courses.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The organogram is an administrative diagram of College describing the decentralized structure. Our institution managed by the Kandivli Education Society and its governing body takes care of various educational institutions. However, the administration of college is the sole responsibility of the Principal. College administration is a cooperative effort of Principal, Vice-Principal, Deans, teaching staff, non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. The Principal and Vice Principal are involved in the implementation of the perspective plans of the College. They along with Deans ensure that academic and administration functions efficiently through the departments and various committees constituted for the respective cause. Deans are responsible for their respective faculty. Head of Departments are responsible to administer the respective department, run the academic as per the plan and conducts curricular activities. Under the administration of Principal, various Committees are formed such as IQAC, Discipline Committee, Students Grievance Redressal Committee, Attendance Committee, Time- Table Committee etc. Various Associations are well thought of to ensure over-all development of students. Dean, Administration is the head of non-teaching staff and ensures the administration of various sections as per the college plans and instructions of Principal and Vice-Principal.

File Description	Documents
Paste link to Organogram on the institution webpage	https://kessc.edu.in/wp-content/uploads/2021/07/12.pdf
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
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File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

<p>Welfare measures for Teaching Staff:</p> <ul style="list-style-type: none"> • Medi-claim for unaided faculty • Seed money for minor research to unaided teaching staff • AC Staffroom, microwave oven, refrigeration and drinking water cooler • International Exposure to faculty for presenting research papers in conferences organized outside India • Faculty can avail duty leave for doctoral committee meetings, thesis submission and viva voce examination pertaining to M.Phil. and Ph.D. • Financial support to faculty for staff training, skill up gradation, attending conferences, workshops, FDPs, refresher and orientation courses. • The annual increment for faculty and staff based on career advancement scheme. • Increment on the successful completion of Ph.D. • Monetary incentives of Rs. 25,000 on completion of Ph.D. • Paid maternity leave • The annual increment for faculty based on career advancement scheme • Celebration of 'Sadbhavana Diwas' • Organizing Group Dynamic Programme • Organizing Health Checkups 	
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- Separate cabin/cubicle with a separate desktop with Wi-Fi facility
- Pantry facility

Welfare measures for Non-teaching Staff:

- Interest Free loan to non-teaching staff
- Medi-claim for unaided faculty
- Total fee exemption for ward of class IV employees
- AC office, microwave oven, refrigeration and drinking water cooler
- Organizing Group Dynamic Programme
- Pantry facility

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

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

16

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

34

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The KES Management has appointed an internal auditor – CA Rohit Vishwakarma and external auditor CA Bharat Desai & Co. Annual financial auditing is done by the internal auditor. The statutory auditor completes the process of statutory audit and assures the institution of various compliances. Apart from the regular systems in place for auditing, Regional Joint Director and the office of Joint Director carry out the audit on a regular basis. All queries raised by these government bodies are duly clarified. No queries remain pending till date.

Books of Accounts are maintained as per norms.

Accounts are maintained under the supervision of Dean, Administration.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

1.5

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

MOBILISATION OF FUNDS

The College mobilizes funds in the following ways:

- Funds received as grants from the government funding agencies
- The aided section of the college receives funds as grants from the Government - Central or State, UGC and other educational sponsoring agencies to meet the expenses to run the college.

Fee collected from students:

- A comparatively affordable fee is collected from students in both aided and self-financing sections without violating any of the standard norms.
- No capitation fee is collected.
- The collected fee is used to meet the expenditure to run the institution.

OPTIMAL UTILISATION OF RESOURCES

- Optimal utilization of resources is achieved by proper planning and budgeting

Need based priorities and areas of common utility are identified while budgeting

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Two Practices

1. Class Test for Identifying Advanced and Slow Learners

Any class is a mixed bag of students. In order to make teaching a more effective and targeted effort, the IQAC suggested identifying learners on broad categories of Advanced Learners and Slow Learners. The teachers of each course test the knowledge of the students by way of conducting an objective test either in the classroom or using Google form. The data generated is studied on a range of score which helped identify Advanced Learners and Slow Learners. Then each teacher acts as a mentor to upgrade the level of the SL and assigned challenging assignments to the AL

1. Drafting of Policy Documents

The institution has enlisted expert educationalists and policymakers to help in drafting various policy documents on different issues. The policy documents are written by a team of experts, scrutinized by legal experts, and finally approved by the Principal and the management. Policy documents also provide guidelines and codes of conduct on handling certain situations. The institution has policies drafted on the issues such as ragging, sexual harassment, use of unfair means in examinations, water and energy conservation etc.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. Development of e-content

All faculties of the institution diligently make e-content in

various forms, from videos to PPTs or spoken tutorials. Most of the content is made for direct use of the students learning from a particular teacher. This content is shared with the students directly via mail or WhatsApp. In addition to this, e-content of high quality is segregated and uploaded (published) on public platforms to be viewed by the wider audience globally. The platforms include various MOOCs, YouTube, etc. PPTs are uploaded on Scribd or turned into spoken tutorials and uploaded on YouTube. The faculties constantly strive to improve the standard of their e-content so that the institution can offer online courses on Khan Academy or Swayam in the coming future.

1. Enabling students to use e-content

The students of the institution have extensively utilized this e-content as an aide to what the teacher teaches in the classroom, as a revision, and sometimes for self-study. As the e-content covers substantial part of the knowledge, the teachers have moved away from information delivery in the lectures and now focus on using various techniques of experiential learning.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://kessc.edu.in/wp-content/uploads/2021/07/6.5.3-Report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Measures Initiated:

1. Transparent admission and appointment
2. Equal allotment of duties and responsibilities
3. Provision of rest rooms and common rooms
4. Equal opportunity in class representation and in Students Council Committee
5. Girls' representatives in Students' council, IQAC as Principal's nominee
6. Equal opportunities for representation and participation in activities and events, etc.
7. Effective grievance redressal mechanism through ICC, discipline committee, legal aid clinic etc.

Activities:

The college shares certain values and principles such as equality, inclusion, respect for human dignity, fairness, justice and diversity of talent. The college holds a mission of instilling social sensitization amongst students and promote

gender equity. Hence in this regard, Women Development and Empowerment Cell and various associations of our college organize gender inclusive activities. 16 activities were organized.

1. <https://kessc.edu.in/wdec/>

2.

a. Installation of CCTV Cameras

- Availability of first aid boxes and Doctor on Call facility for medical emergencies
- Appointment of lady watchman

b. Appointment of counsellor

- Free counselling facility for students, staff & their families

c. Separate rooms with required facilities for resting girl students.

d. N.A.

e. Installation of sanitary pad vending machine and incinerators for disposal

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kessc.edu.in/wp-content/uploads/2021/12/Final-7.1.1-Activity-Records.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- **Solid Waste Management:** Waste generated in the college is segregated in the premises. Recyclable waste, dry waste, and biodegradable/wet waste are processed and recycled. The paper-shredder has been operational in the college, shreds fine quality paper which are further treated for compost making. Blue and Red covered dustbins are placed in premises. Pet bottle crushing machine is been installed
- **Wet Waste Management:** Composting bed and Composting tumbler is installed for making compost for the waste generated from kitchen and it is used as manure for college garden.
- **Liquid Waste Management:** College is planning on installing STP for Liquid Waste Management.
- **Biomedical Waste Management:** Separate dustbins are installed for used sanitary pads in ladies' washrooms. Waste generated there is further put in incinerator for disposing it off
- **E-Waste Management:** E-waste is generated in minimal amount in the college and the same is given to registered vendors, with an undertaking that the same will be processed or recycled in an environmentally sound manner. Separate dustbins are installed for collection of E- waste.
- **Hazardous chemicals and radioactive waste management:** Nil
- **Waste Recycling System:** College has a robust policy and process for waste management in campus, right from generation till the disposal of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	View File
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our college believes in increasing the cultural competence of the students and promotes 'unity in diversity' so that the students respect various cultural diversities and develop an attitude of appreciation harmony and tolerance towards others in their entire life journey

Different programmes are organized for establishing interaction amongst people of different social and cultural backgrounds which leads to Inclusion and Situatedness

List of events is given below.

- Gujarati Sahitya Mandal - Kavya Pathan Competition, A Talk with Devang Kankal, reputed Gujarati Drama personality for celebrating Vishwa Gujarati Diwas', Online singing competition, Gurjari Namostute'- An Inter Collegiate National Level Competition.
- Marathi Wandgmay Mandal celebrates 'Marathi Bhasha Divas', Kavya Vachan & Kathakathan Competition and Online "Marathi Folk Dance Competition".
- Hindi Sahitya Mandal on occasion of Hindi Diwas- ????? ???? ? ????- ?????????- ????? ?? ??????? ?????? ?? ?? ?? ????? ??????
- BAMMC event on Indian Regional Theater: Fostering Communal Harmony through Performance aims to perform a function of annihilating discrimination and binding the communities

together.

There are different grievance redressal cells in the institute like the Internal Complaint Committee, Students & Teachers grievance redressal cell which deal with grievances without considering anyone's social, regional, religious, communal or cultural background.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

College holds a mission of enriching the character of the students. Value education improves the students' moral and rational thinking and promotes social integration. Hence in order to develop sense of values, college undertakes different initiatives by organizing various activities to sensitize students and employees about the constitutional obligations: Values, Rights, Duties and Responsibilities of the citizens.

23 activities were organized in this regard.

NSS imbibes duties, rights, responsibilities among students and employees by organizing activities like Vigilance Pledge Taking by GOI, National Unity Day by GOI, Session on Democracy and Secularism, Session on Constitution of India and Secularism, Session on Samvidhan Din.

To inculcate human values, professional ethics, openness, accountability, initiative was taken by Centre for Universal Human Values and Department of Humanities by organising a workshop on "AAP Khaas hai- Mann ka Vikas Apse hai" , Cultivate Kindness Movement, A webinar on Journalism: A Battleground between Truth and Fiction.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The college has celebrated many National, International and commemorative days with a vision to sensitize students about national and global issues and aspects that hold value and priority.

The college has celebrated the following days in the same regard in academic year 2020-21

- International Yoga Day**

- Bank Nationalization Day
- Kargil Vijay Diva
- August Kranti Din
- National Radio Day
- Independence Day
- International Charity Day
- Teachers Day Celebration
- International Literacy Day
- World Suicide Prevention Day
- International Day of Democracy
- NSS Day celebration
- Gandhi Jayanti
- Lal Bahadur Shastri Jayanti
- Air Force Day
- World Student Day
- Vachan Prerna Diwas
- National Unity Day
- International Accounting Day
- Children's Day
- Constitution Day
- National Mathematics Day
- Birth Anniversary of Netaji
- Republic Day

- **Martyrs Day**
- **World Cancer Day**
- **Data Privacy Day**
- **World Water Day**
- **Dr.B.R. Ambedkar Jayanti**

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. Title of the Practice No.1: Student's Research Conference

2. Objectives of the Practice

a.. To make students aware of research methods and practices

b. To develop scientific temperament among students

c. To encourage students for research publications

3. The context

The Research Centre of our college organizes Students' Research Conference to inculcate research culture among students. Since

its inception from the year 2013-2014, responses are increasing every year.

4. The Practice

Pan India conference organised every year

Best paper awards and cash prizes given to encourage students

Theme: 2020-21- COVID-19 IMPACT on Finance, Management, Information Technology, Media & Society

Total no. of participants-277

5. Evidence of Success

Students develop research attitude and critical thinking with understanding of various statistical tools and techniques. They upgrade their communication, presentation skills with confidence and also learn solutions to solve the problems under the able guidance of research mentors.

6. Problems Encountered and Resources Required

The students from various vernacular backgrounds find it difficult to engage in research activities. Principal, teachers and research guides encourage students to improve research skills.

1. Title of the Practice No.2: Vidyotejak- Mobile Distribution for Economically deprived students during Pandemic

2. Objectives of the Practice

To enable students to attend the lectures online during covid-19 pandemic situation

3. The context

KES Management provided mobile phones during the pandemic to the economically weak students which enabled them to attend online lectures and inclusive education under 'Vidyotejak Scheme'.

4. The Practice

Class teachers identified economically weak students who were not able to attend online lectures due to unavailability of supportive devices. 21 eligible students benefited with a preloaded one year Jio data pack costing Rs. 2,17,000/-

- Beneficiaries are as follows
- B. Com: 15
- B.A: 04
- Self Finance: 02

5. Evidence of Success:

This scheme enabled 21 students to avail the facility of smartphones and they were able to get regular education without wasting a year during the pandemic.

6. Problems Encountered and Resources Required

It was difficult to identify genuine and economically deprived students online to provide this scheme.

File Description	Documents
Best practices in the Institutional website	https://kessc.edu.in/best-practices-2021/
Any other relevant information	https://kessc.edu.in/wp-content/uploads/2021/07/7.2-Best-Practices-documents-2020-21-Converted.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Gratitude Day

- Our college believes in enriching students with moral values like respect for others, inclusion, and responsibility. The students of the college whole

heartedly step forward and take onus of celebrating Gratitude Day every year

- The event is an attempt to show respect and gratitude to the class 4 employees for all the silent services that they provide for the smooth functioning of the college
- This event is being celebrated since the AY 2013-14
- Students of the entire college contribute as per their will as the Institution believes in 'No Compulsion for Compassion.'
- The amount contributed by students is then used to buy gifts for the class IV employees
- On the day of the main event, with the able guidance of Social Impact Committee mentors, a special function is hosted by the students
- Class IV employees are welcomed and felicitated with gifts. Later, the students themselves serve food to the class 4 employees
- This act of gratitude strengthens the moral character of the students and helps them to be a better human being. This imbibes the value of dignity of labour amongst them throughout their life which is also reflected in our college logo 'character is destiny'.

File Description	Documents
Appropriate link in the institutional website	https://kessc.edu.in/wp-content/uploads/2021/07/Institutional-distinctiveness-documents-2020-21-01-converted.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Conduct of academic audits for various departments

2. Preparation of guidelines for proper documentation of various programmes/activities leading to quality improvement
3. IQAC workshop on NAAC Criteria-wise E-documentation
4. Setting up an internal mechanism for document validation and data verification as required by NAAC in a phased manner. This is to ensure that AQAR is prepared and submitted strictly as per the guidelines and parameters of NAAC

NAAC