



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution

RASHTRIYA SHIKSHAN SANSTHA'S SWAMI VIVEKANAND NIGHT COLLEGE OF ARTS AND COMMERCE, DOMBIVLI EAST

Name of the head of the Institution

DR. ANUJA PALSULEDESAI

Designation

Principal

Does the Institution function from own campus

Yes

Phone no/Alternate Phone no.

09769934319

Mobile no.

9821176069

Registered Email

swaminightcollege@gmail.com

Alternate Email

principalanuja@gmail.com

Address

Chhatrapati Bhavan, Ayre Road, Datta Nagar,

City/Town

Dombivli East

State/UT

Maharashtra

Pincode

421201

2. Institutional Status

Affiliated / Constituent

Affiliated

Type of Institution

Co-education

Location

Urban

Financial Status

Self financed and grant-in-aid

Name of the IQAC co-ordinator/Director

Dr. Sumant Autade

Phone no/Alternate Phone no.

09769934319

Mobile no.

9960043237

Registered Email

sumantautade@gmail.com

Alternate Email

principalanuja@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)

<https://svnc.ac.in/iqac/>

4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website: Weblink :

<https://svnc.ac.in/wp-content/uploads/2021/08/2018-2019-academic-calender.pdf>

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.93	2008	22-Dec-2007	21-Dec-2012
2	C	1.88	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC

02-Jul-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
IQAC meeting to take overview of initiatives taken during the year	25-Mar-2019 1	11
National seminar on Dimensions of Women Empowerment	27-Nov-2018 1	50
IQAC cluster formation in association with SIA college of higher education.	27-Oct-2018 1	40
IQAC meeting to plan quality initiatives during the A.Y.	18-Jul-2018 1	11

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				

No Files Uploaded !!!

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

Yes

If yes, mention the amount

10000

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

1. IQAC Cluster formation at SIA College of Higher Education , Dombivli (east) 2. National Seminar on Dimensions of Women Empowerment in Association with Maharashtra state Commission for Women

[View File](#)

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

Plan of Action	Achievements/Outcomes
Conduct National Level Seminar on Women Empowerment	Organised National Level Seminar on Dimensions of Women Empowerment in association with Maharashtra State Commission for Women
Discuss and finalise the format for MOU with SIA College. Dombivli.	Functional MOU is signed with SIA College.
Discuss and finalise academic and other activities to be conducted during A.Y. 201819	Academic calender at institutional level was prepared in the beginning of the the A.Y. 201819 and possible measures were taken to adhere to the same.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	17-Jul-2021

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

13-Dec-2018

17. Does the Institution have Management Information System ?

No

Part B**CRITERION I - CURRICULAR ASPECTS****1.1 - Curriculum Planning and Implementation**

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

The institution is affiliated to the University of Mumbai. The courses conducted as per the norms and conditions framed by the university from time to time. The university is having the constitution of different academic groups in the form of Board of Studies. The members of board of studies have their schedules of updating and editing of course contents. Their meetings are held as per the directions of academic council. Once the syllabus is framed and updated, it is communicated to affiliated colleges from the beginning of the academic year. Conversely, members of the board of studies organize seminars and workshops for the information of the teachers. The teachers are apprised about syllabus being framed, its rationale and its

implication and accordingly the delivery system is planned. The major contents of the syllabus are delivered in the form of conventional classroom system where chalk and duster system is followed. Further, wherever the course contents demand additional enrichment, various academic programs are organized such as elocution competition, quiz competition, students seminar and workshops, group discussions at the institutional level as well as inter-institutional levels. The students are encouraged to participate in such academic exercises. Besides, the educational tours are organized to various places of academic interests and importance such as RBI, RBI as an apex financial institution wherein the students are apprise about the functions of RBI, the actual institutional framework and mechanism set up etc. Stock Exchanges, where the students are apprised about intermediaries involved in actual securities transactions. The students are shown the actual trading system used at Brokers offices in the stock exchange premises. They are also taken to monetary museum wherein they learn about the historical, conventional and evolution of money and monetary instruments. The students are also taken to Arts museum to make them understand the historical aspects of literature and civilizations. The educational visits are also organized for students to places like forts and caves to make them aware of historical heritages and dynastic culture. The educational visits and field trips are organized to places of geographical importance such as light house, magnetic laboratory, beaches and sea shores, caves, hill stations, sugar factories and places of cultural importance such as pilgrimage centers in and around the vicinity. Besides field information, students are also encouraged to conduct field surveys and field measurements of various geographical and cultural phenomena so as to develop practical approach in analyzing field data. Students are also assigned with projects on various socio-economic, political and legal issues. Besides the students are also given hands-on exposure in case of the courses where in computer software and programming languages are the part of their syllabus to make their learning more fruitful. The students are also given practical exercises of formal letter writing, report writing, advertisements, dialogue writing etc. through their regular tutorials to improve their communication skills and vocabulary.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Fundamentals of Health Economics	----	01/08/2018	15	Employability	---
Research Methodology in Political Science	----	17/12/2018	15	Employability	----
Career Opportunities in Insurance Sector	----	11/09/2018	9	Employability	----
Practical Course in Book Keeping Accountancy	---	04/12/2018	8	Employability	----
Tally	----	20/09/2018	15	Employability	---
Introduction to GST	---	03/12/2018	15	Employability	---
certificate course in Translation	---	03/10/2018	15	Employability	---
Fundamentals of Remote Sensing	---	06/08/2018	17	Employability	---
Application of Mathematics	----	23/08/2018	7	Employability	Yes

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

No file uploaded.

1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	292	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

[View File](#)

1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

Feed back is obtained from various stakeholders of the institution such as present and former students, parents, teachers, management as per the norm of affiliating university and accreditation institution and as a part of quality standard practices, the feedback is obtained in systematic manner on periodic basis in the form of structured response sheets. Feedback on facilities, development, courses conducted in college, teaching practices are taken from students, teachers, alumni and other stakeholders. Students Feedback is obtained through structured response sheets and the actual delivery system adopted and implemented is reviewed through the system. The students are asked to provide their responses on the traditional academic delivery system adopted, its impact on their learning capacity and understanding of the syllabus. The data sought is analyzed and presented to the concerned authority and necessary follow up action is exercised. Teaching community being an important stakeholder of the institution, it plays important role not only in the academic delivery but also in administration and curriculum design at Institutional and University level. Therefore seeking feedback from teachers on academic and administration support is necessary in the interest of the institution. The college has analogue system of obtaining feedback from teachers wherein the information is obtained regarding academic resources in the form of text literature, references, and periodicals. Further the resources in the form of e-teaching. Teachers are asked to give feedback on facilities, courses conducted and new courses that are required to be introduced, industrial visits, research activities, faculty development programs etc. The feedback obtained form teachers are analyzed and communicated to the concerned authority. The institution welcomes suggestions and recommendations from its former students. The students who get accomplished as per their requirements to testify themselves at their carrier level therefore they are in a better position to provide their feedback for improving the academic environment in the institution. The alumni association is formed and the periodical interactions are held. Their opinions are heard

and necessary actions are taken from time to time. Further their recommendations are also conveyed to the management and other stakeholders. The management is the supreme authority at the institutional development. The management needs to be given the information regarding academic developments. The information sought from the students, past students and parents of the students. The action taken report is communicated through regular meetings held in the premises of the college as per the affiliating university norms. The management is apprised about the admissions, evaluation and students progression of the different academic years. Further, the outcomes of various meetings with parents and teachers are also shared with them. Their feedback in the form of their comments is considered while framing the academic calendar of the institution.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	TYBCom	240	139	139
BCom	SYBCom	240	152	152
BCom	FYBCom	240	250	240
BA	TYBA	120	51	51
BA	SYBA	120	70	70
BA	FYBA	120	120	120

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	772	Nil	9	Nil	Nil

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
8	8	2	4	1	Nil

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Student mentoring is a part of regular institutional practice adopted for well-being of the students where in the teachers are given guardianship of the students of different classes wherein the difficulties of the students related to academic performance, financial problems, family and social issues, psychological needs and in shaping their career. Our students may get stressed on account of the peculiar family backgrounds and the many constraints in their life as a result of which their academic performance is affected. The teachers are assigned to counsel the students on their doubts and queries related to above mentioned problems. Apart from this, the faculty members, counsel the students as mentor. If the students have problem may be personal or related to education, each teacher tries to solve their problem. The class and class teachers are as follows: F.Y.B.Com- A Division Asst. Prof. Amit Joshi SYBCom Dr. Preeti Soni TYBCom Dr. S.M.Chandratre FYBA Dr. V.G.More SYBA Asst.Prof. D.K.Mathapati TYBA Dr. S.T.Pandit The institution has inbuilt mechanism to deal with Psychological issues of the students. In this regards professional psychological counsellor Dr. Advait Padhye M.D. (Psy.), looks after personal counseling voluntarily as and when required. He guides and counsels them on problems related to their studies, personal life and social life. Since most of our students are employed, they need to be counselled on 'work-life balance' and time management.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
772	10	1:77

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	10	Nil	Nil	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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No Data Entered/Not Applicable !!!

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	12300001	6	27/04/2019	15/06/2019
BCom	22300001	6	11/04/2019	25/05/2019
BA	22300001	5	03/11/2018	31/01/2019
BA	12300001	5	20/11/2018	21/02/2019

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

The success of any academic exercise depends on the outcome of the courses conducted at the institutional level. The academic exercise begins at the academic year announced by the affiliating university on the basis of academic courses, the academic calendar provides for timely delivery of the syllabus to the students. Further the evaluation is done as per the norms of the affiliated institution. In addition to this, the academic calendar also provides for evaluation of students on regular basis or as when required. The different subjects have different slots such as the slots for tutorials, practical etc. Further some academic exercise is done in the form of group discussion, elocution competition, quiz competition, surprise test and regular problem solution of different subjects.

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

The academic calendar is prepared in the beginning of the academic year on the basis of the term announced by the affiliating university. The member of IQAC committee, chairpersons of various committees put forward their plans for academic year. Accordingly, annual institutional academic activities are planned. The examinations are conducted as per the term announced by their affiliating University. The examination Programme is announced and communicated at the institutional level to the concerned stakeholders. The examinations are conducted in a time bound manner and the assessment and subsequent outcome is announced and communicated to the students within a stipulated time frame as per the norms of the affiliating university. However, the final year examination (Third Year Degree) time schedule is announced and communicated by the affiliating university and its implementation and follow up is done at University level. The same is communicated to the learners from time to time.

2.6 - Student Performance and Learning Outcomes

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

<https://svnc.ac.in/ba/>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
22300001	BCom	Nil	139	85	61
12300001	BA	Economics	51	32	62

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2.7 - Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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No Data Entered/Not Applicable !!!

No file uploaded.

3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Research Methodology by Dr. Farooqui	IQAC	09/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
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No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded
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No Data Entered/Not Applicable !!!

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	History	2	5.5
National	Commerce	3	5.85
National	Political Science	2	5.88
International	Library	2	Nil
National	Economics	2	5.88

No file uploaded.

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

Department	Number of Publication
Geography	1

No file uploaded.

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

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

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	6	6
Presented papers	3	5	Nil	Nil
Resource persons	Nil	Nil	Nil	2

No file uploaded.

3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swacha Bharat Abhiyaan	Institutional	4	25
NSS Camp	Instituitonal	5	32
Orientation Programme	Institutional	4	34
Blood Donation Camp	Institutional	2	40
Tree Plantation	Rotary Club, Dombivli Branch	2	30
International Yoga	Yog vidya dham, Dombivli Branch	2	40

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Name of the scheme	Organising	Name of	Number of teachers	Number of students
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	unit/Agency/collaborating agency	the activity	participated in such activities	participated in such activities
Swachhata Bharat Abhiyan Campaign Rally	Naya Savera	Anti-Spitting	2	88

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3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

No file uploaded.

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

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

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
SIA	27/10/2018	To conduct workshops and programmes to address quality initiatives with the neighboring college	51

No file uploaded.

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3	3.92

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Campus Area	Newly Added

No file uploaded.

4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
CASCADE	Partially	Nil	2016

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7647	1115482	1057	149500	8704	1264982
Reference Books	11593	2223952	83	21890	11676	2245842
Journals	54	50485	Nil	Nil	54	50485
CD & Video	52	7419	Nil	Nil	52	7419

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

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

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Other:
Existing	33	32	25	0	0	7	3	20	4
Added	0	0	0	0	0	0	0	10	0
Total	33	32	25	0	0	7	3	30	4

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

No Data Entered/Not Applicable !!!

4.3.3 - Facility for e-content

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

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3.45	536522	10.77	969732

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

There is a decentralised procedure for maintaining and utilization of various physical and academic facilities. Administration takes care of the general facilities. The college has different committees which are made to look after the facilities provided. For drinking water supply the college has installed water purifiers and coolers which are maintained by the support staff. Electric fittings and wiring are periodically monitored by external experts for replacement and repairing. The lab in charge is given the responsibilities of air conditions, computers and other related equipments in computer laboratory. The librarian looks after all physical and academic facilities in the central library. The housekeeping work and security work is outsourced. Similarly, AMCs are given for maintenance of CCTV cameras, Computer Hardware and Softwares, Power Generator, Photo Copy machine, Bio Metric Attendance machine, Fire Extinguisher. The decision regarding purchase of equipments and other work allotment is taken in purchase committee meeting. The faculty for sports take care of all the activities and competitions related to both indoor and outdoor sports. The computer laboratory is utilised for for taking the practical and is also maintained through AMC.

<https://svnc.ac.in/policy-and-procedures/>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from	Prize Distribution	21	21452

institution

Financial Support from Other Sources

a) National

Government of India Post Matric Scholarship

52

111255

b) International

Nil

Nil

Nil

No file uploaded.

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personality Development	09/11/2019	60	College faculty

No file uploaded.

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Competitive Examinations and Opportunities in Administrative services	Nil	54	Nil	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	15

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Bhoomika Enterprises	12	3	Sam san Travels	10	3

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	23	BCom	Nil	Nil	Nil
2019	14	BA	Economics	Nil	Nil

No file uploaded.

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

Items	Number of students selected/ qualifying
NET	1

No file uploaded.

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

Activity	Level	Number of Participants
Book Exhibition	Institutional	524
Cultural	institutional	70
Sports	Instituitonal	405
A.D. Shroff Memorial Elocution Competition	Institutional	10
Quiz Competition	Institutional	91

No file uploaded.

5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The student council takes active part in the assisting for conducting cultural and Sports. They also provide assistance for the two day Swami Vivekanand Memorial Lecture series and Swami Vivekanand Puraskar.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

43

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

23130

5.4.4 - Meetings/activities organized by Alumni Association :

The alumni students attend and provide assistance during sports week and Annual prize distribution ceremony. They also participate and contribute in community acitivities like attending NSS residential camp.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

1. The college promotes a culture of participative management under its decentralized governance structure. The top leadership provides operational decentralization and promotes involvement of the staff in the institutional processes through IQAC. The staff is continually involved in decision making processes through college committees. After democratic deliberations, through staff meetings, each staff is assigned particular committee/association, based on individual expertise. Feedbacks are collected from the stakeholders, through various forums and means, such as student feedback, Suggestion Box, student council, Parent Teachers Meetings, alumni meetings, staff meetings, interactions with representatives of industry, institutes, and NGOs. 2. Participative decision making through College Development Committee: The College Development Committee acts as a liasoning body between the functional and decision making authorities of the College. The College Development Committee plays significant role for taking short term and long term decisions keeping in mind the mission and vision statement of the College. The representatives of teaching staff , non teaching staff, students, IQAC and other stake holders work on the CDC. The committees and departments of

the college propose their activities, workshops, certificate courses, and seminars etc. in front of the College Development Committee through Principal who is the Secretary of CDC which are further discussed with the governing body by conducting meetings.

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

Partial

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Online facilities and ICT resources are used for admission, fees, library, and student centric office and academic activities. Information related to admission, timetable, examination schedule, curricular, co curricular, and extracurricular activities as well as study materials are also provided through college website. College also reaches out to students through social media. The college undertakes and follows the admission procedure given by University of Mumbai and prepare merit list and it is displayed on Notice Board. The data of admission is recorded with the help of specially dedicated software CASCADE. Similarly, the same is recorded on MKCL portal of University of Mumbai. The entire system is computerized.
Industry Interaction / Collaboration	Experts from industrial/corporate sectors are invited as visiting faculties and Guest lecturers. The management is helpful and open to provide the physical infrastructure and technical support required for conduct of such seminars, workshops and training programs.
Human Resource Management	Teachers are encouraged to participate in orientation programs, refresher courses and short term training conducted by the UGCHRDCs, and also attend seminars, workshops and conferences. Staff Academy conducted interactive session and guest lecture for teaching staff. Administrative staff is encouraged to participate in workshops for professional development. For this, the registration fees paid by them is refunded to them by the college.
Library, ICT and Physical Infrastructure / Instrumentation	Library Orientation: On the commencement of the new academic year, the librarian visited all FY classes for the library orientation to respective students. As a part of reading promotion activity, the library conducted Book Exhibition during this year too. This year also the Best Reader of the year is felicitated on Annual Prize Distribution Day.
Research and Development	The institute supports initiatives to inculcate research aptitude among faculties. Faculty members were encouraged to submit research project to various funding agencies, attend seminars and conferences for presenting their research papers, and publish papers in reputed refereed international / national journals. For this, college provides infrastructural support. The staff members who have been awarded with M.Phil. and Ph.D. degrees are felicitated at the annual function by the college administration on the of Annual Prize Distribution and on Teacher's Day program by management. The college reimburses the amount of fees paid by faculty while attending workshop, seminar, conference etc. There is an internet hub In the library and the reading material and internet for research school. This year the college has arranged training program for faculty for Research Methodology.
Examination and Evaluation	Examination and evaluation work is carried out according to the guidelines of the University of Mumbai. Teachers prepared question banks and model answers and shared the same with the students. Practice tests were conducted to prepare students for their semester exam. class tests were conducted. Evaluation for final year UG Courses is done by Online Screen Marking where as for other semester examinations, assessment is done manually at college level.

Teaching and Learning	<p>Faculty members prepare lesson plans, maintain teacher's diary for recording day to day teaching and other activities. Whenever a new teaching staff is recruited, induction training is provided to apprise the new teachers about the curriculum as well as the other co-curricular and extra curricular programs. Moreover, after every syllabus revision, to appraise teachers about the changes, the teachers are sent to other institutes/colleges to attend the workshops. Teachers are provided with ICT and other infrastructural resources to help them deliver the curriculum from a learner centric point of view. The conventional methods of teaching learning are blended with the use of the state of the art SMART boards, flipped class room, scenario based learning, audio clips, role play, films, documentaries, charts and cards, virtual laboratories, flipped classroom, peer teaching etc. to enhance the learning experience as well as meet the contemporary needs of the subject. The college also organize seminars, workshops, industrial visits, projects, guest lectures, industrial / field visits for students to enhance the teaching learning. Remedial coaching is given to the students with poor academic performance. The college conducts library orientation program to introduce students to the various resources and digital facilities for inculcating self learning. Teachers are rated by students through feedback form. The data is analyzed and the feedback and discussed with the concerned teacher. Parents Teachers Association (PTA) meetings are organized to update the parents about the progress of their wards and to gather feedback and suggestions from the Parents. Suggestions and feedbacks from Student Council members are also taken into consideration and implemented wherever required. The college is affiliated to University of Mumbai and follows the syllabus of University of Mumbai for all the Undergraduate courses. However, in the beginning of the year the teachers take review of the syllabus and give their suggestions to Board of Studies through Principal. The staff members of the College are attend workshops for the same where they actively provide their academic guidance for curriculum development.</p>
Curriculum Development	<p>Curriculum Development is done by University of Mumbai through its Board of Studies in various subjects. Faculty members participated in syllabus workshops conducted by the BOS and provide their suggestion contributing to the framing of syllabus. However, in the beginning of the year the teachers take review of the syllabus and give their suggestions to Board of Studies through Principal. They actively provide their academic guidance for curriculum development in the workshops provided for the same.</p>

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

E-governance area	Details
Planning and Development	<p>Every department maintains depository of documents related to the record of the students, staff members and the activities and programmes of the department. The departments provide the reports or data to the offices or to the authorities. The network of systems is connected to a server from which the data can be easily extracted whenever needed. The students' feedback are collected and analyzed.</p>
Administration	<p>ICT resources are used for administrative activities, including admission, fees, accounting, auditing, library, and office and academic activities. The channel of whatsapp group is also used for formal and informal communication. The office, examination dept. and Library are computerized and are using the technology for day to day work. The instructions are given to students through Bulk SMS system. The offices use the digital platform for communication with the University and other academic bodies.</p>
Finance and Accounts	<p>Approved software and ICT resources are used for the Finance and accounts related institutional processes. The record of fees collected from students is maintained through the software Accounts module of CASCADE. It incorporates relevant</p>

information required for the calculation of fees to be collected from the students. The software helps to extract the record of the students which cancels the manual work related to preparation of roll calls and records of the students. The salaries records of the staff are maintained by the accounts department and the information is commonly shared within the offices.

Student Admission and Support
Every year administrative body of the institution constitute an admission committee to complete the admission work efficiently in fair manner. The College follows the admission rules and regulations laid down by University of Mumbai and the State Government making the admission process fair and transparent. Preparation of merit list is fully computerized. The admission program for First year is scheduled as per the University of Mumbai circulars and notifications.

Examination
As per university guidelines and rules, examination Committee carefully plans the evaluation schedule for exams, Project submissions, Practical Examinations, Regular Examinations, Additional Examinations, and ATKT Examinations and the same are informed to respective stakeholders using ICT media. The confidentiality of examination is maintained in every aspect. Starting from question paper setting, printing, distribution, assessment and result making, all aspects are carefully supervised and controlled by Examination Committee using online and ICT resources. All in house answer papers are assessed under Central Assessment Programs. Third Year degree program answer papers are assessed online through university approved online medium. Both internal and external evaluation marks are recorded digitally and reports are submitted to University of Mumbai through its digital platform.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	National Seminar On Dimensions of Women Empowerment	Nil	27/11/2018	27/11/2018	50	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	23/08/2018	15/09/2018	21
Refresher Course	1	14/11/2018	04/12/2018	21

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

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
10	10	10	10

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Registration fees for attending conference and seminars is reimbursed for teachers	Staff picnic once in a year	Installment facility in admission fees

6.4 - Financial Management and Resource Mobilization

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

It is mandatory on the part of the institution to undertake internal audit as per Maharashtra University Act. Therefore, the institution regularly undertakes internal audit from the qualified charter accountant. However, the external audit is conducted by the Joint Director of Higher Education of the region.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Maharashtra State Commission for Women	30000	To conduct National Seminar on Dimensions of Women Empowerment

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	CDC
Administrative	Yes	ISO	No	Nil

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

1. Collection of feedback on the new certificate and value added courses to be conducted, already conducted 2. Regular meeting of parents with teachers for mentoring their academic and other issues. 3. Parents and students provide active support to the institution in conducting out door awareness programmes.

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

1. Encouragement to undertake research. 2. Continuous technical support. Non-teaching staff is encouraged to undergo training programmes for improving work efficiency. 3. Reimbursement of Registration fees for participation in training programmes. 4. Felicitation for personal/ professional achievements

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

1. Introduction of certificate courses 2. Research activities are improved among faculty members in terms of PhDs completed and research publications 3. Community oriented programmes are undertaken to make awareness among the local community towards contemporary social, environmental and economic issues.

6.5.5 - Internal Quality Assurance System Details

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

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting	Duration From	Duration To	Number of participants:
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		IQAC			
2018	Conducted National Seminar on Dimensions of Women Empowerment	27/11/2018	27/11/2018	27/11/2018	51
2019	Conducted One day workshop on Research Methodology Speaker - Dr. Faruki	08/01/2019	08/01/2019	08/01/2019	20

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Protection of Women from Sexual Harrasement at work Place	25/07/2018	25/07/2018	41	5

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

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

The Institution is engaged in environment friendly measures such as rain water harvesting, The solar system of power generation is being initiated.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Physical facilities	Yes	1

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/10/2018	1	Anti Spit Rally	Cleanliness and hygiene	90

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoda Day	21/06/2018	21/06/2018	48

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

1. Tree Plantation 2. Best out of Waste 3. Save Electricity Campaign 4.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice - I Campaign and promotion for Digital Monetary Literacy Monetary inclusion is the key of this decade as a part of National Policy. Especially, after the policy of demonetization in the year 2016, the central government has started promoting application of Digitization of Monetary services. Therefore, it has become the significant economic behavior of the society. With this intention the institution decided to campaign for Digital Monetary Literacy with following objectives 1.) To make aware the individuals regarding digital monetary system 2.) To create awareness among individuals about various digital systems available in the system Methodology It was decided to primarily create a Digital Monetary awareness among the students of the college. As a part of the campaign to create financial literacy among students' experts from DNS bank were invited . They provided the theoretical as well as practical knowledge to students. Similarly, Mr. Arjun Bhabad guided the students regarding the app Anulom and its usage. Further, the officers from TJSB bank guided the students regarding the usage of TRANZ App. In this digital era where android phones are common, the experts delivered a talk on the use of digital payment to students which focused on their utilities and further cautioned about proper care to be taken to combat the risk associated with it. The college also accepts the fees through online system or by swap machine. The college promotes and do campaign for receipt of online payment. Outcome This programme was extremely useful to remove the fear factor involved in payment system through online mode. Since, 80 percent college students are first generation learners' they have spread the message of digital monetary system at their homes and due to its multiplier effect, resulting into exponential increase in the spread of the message. Problems encountered 1. The fear in mind of individuals. 2. Everyone do not have access to smart phone. 3. Existence of prejudices in minds of individuals. 4. Inadequate technological up gradation. Best Practice- II Best Reader Award. Felicitating the student by Best Reader Award is a unique practices of the college. Reading habit has several cognitive benefits like enhancement of vocabulary and knowledge, widening of horizon, memory improvement. It helps to develop stronger analytical thinking and writing skills with improved focus and concentration. With these benefits in mind the Librarian Dr. S.M.Athalye has instituted an award since the year 2008 in memory of his mother who was a voracious reader. This award has always inspired the students to take keen interest in reading. Aims and objectives - 1. To inculcate reading habit among students 2. To encourage reading habit among students 3. To felicitate the reader to set example for others. Methodology - The committee comprising of faculty members is formed and then the committee decides the schedule and procedure for selection. Criterion for selection is choice of books, comprehensiveness of reading material, ability of expression, reading wide variety of books. Accordingly, the procedure is followed and finally the interactions with the students take place and Best Reader is selected. Problems encountered and resources required- Due to narrowly focused approach of present students, it has become difficult to find students with diverse reading habits. The library has a wide collection of books on diverse topics and students have easy access to them

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

<https://svnc.ac.in/best-practices/>

7.3 - Institutional Distinctiveness

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

The institution being a night college caters to the needs and requirements of certain section of the society which cannot pursue the academic activity because of their economic backwardness or engagements in different economic activities. The institution has majority students from the employed category and hence for them the institution provides a good opportunity or avenue for pursuing education. The academic teaching is done in the evening time so that the employed students can pursue their education after completing their professional commitments. Hence the vision of the college is having its broad based vision as "To provide the facilities of Higher Education to the employed youth for bringing those students back into mainstream education for

the development of personality and academic excellence by attending Night College".

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The future plans shall be for development of the institution and society at large. The summarized future plans are

- Improvement and development in the infrastructure for quality improvement in academic delivery system.
- Adoption of new and modern technology in academic delivery system.
- Improvement in research activities and publications in various domains related to contemporary socio-economic and environmental issues.
- To promote research culture in the institution.
- To increase student participation in state and national level sports and cultural events.
- To promote IT infrastructure for e-learning.
- To promote social development through community oriented programmes.
- To improve academic performance of the students.