



Yearly Status Report - 2019-2020

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 NARAYAN 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, Dombivli
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/
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4. Whether Academic Calendar prepared during the year	Yes
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if yes, whether it is uploaded in the institutional website: Weblink :	https://svnc.ac.in/wp-content/uploads/2021/08/2019-2020-academic-calender.pdf
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.93	2007	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
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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
Four days training programme on computer applications	04-Feb-2020 4	10
Workshop on innovative teaching methods	23-Dec-2019 1	10
Lecture on Mental Health	10-Apr-2020 1	20
Capacity Enhancement workshop on personality development	06-Apr-2020 4	20
One Day workshop on role on Non-teaching staff in NAAC	05-May-2020 1	11
One day workshop on IPR	21-Mar-2020 1	12
National Seminar on CBCS	30-Jul-2019 1	65

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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
Geography	Major Research Project	ICSSR	2019 730	1500000

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

Year

2020

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

1. Organized National Level Seminar on Choice Based Credit System 2. Conducted Workshop on Intellectual Property Rights 3. Conducted workshops for nonteaching and teaching staff for their role in NAAC process. 4. Conducted four days training programme on computer applications and MIS for teachers 5. Conducted workshop on innovative teaching Aids

[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

Achivements/Outcomes

No Data Entered/Not Applicable!!!

[View File](#)

14. Whether AQAR was placed before

Yes

statutory body ?

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

2020

Date of Submission

22-Jan-2020

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 100 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 own 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 dust 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 level. The students are encouraged to participate in such academic exercises. Besides the educational tours are organized to various places of academic interests of importance such as RBI, RBI as an apex financial institution wherein the students are apprised 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

field trips are organized to places of geographical importance such as library, house, magnetic laboratory, beaches and sea shores, caves, hill stations, sports grounds, factories and places of cultural importance such as pilgrimage centers in 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 the use 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
Elements of Consumer Guidance	--	15/09/2019	15	Employability	--
Monetary Inclusion	--	08/12/2019	15	Employability	--
Introduction to International Organisation - UNO	--	15/12/2019	15	Employability	--
Study of mutual Funds	--	23/08/2019	9	Employability	Yes
Analysis of Financial Statement	--	17/09/2019	9	Employability	Yes
Epigraphy Numismatics	--	04/10/2019	15	Employability	Yes
Introduction to Retail Management	--	02/09/2019	15	Employability	Yes
Export Procedures	--	02/12/2019	15	Employability	Yes
Creative Writing	--	29/08/2019	15	Employability	Yes
Geoinformatics Its Applications	----	06/01/2020	16	Employability	---
Art of writing and Career Opportunities (Lekhan Kaushalya and Vyavasayik Sandhi)	---	22/10/2020	8	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 !!!		

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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	322	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 !!!		

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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	Yes
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 affiliating university and accreditation institution and as a part of quali standard practices, the feedback is obtained in systematic manner on period basis in the form of structured response sheets. Feedback on facilities, development, courses conducted in college, teaching practices are taken fro 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 as to provide their responses on the traditional academic delivery system adop its impact on their learning capacity and understanding of the syllabus. Th data sought is analyzed and presented to the concerned authority and necess 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 teacher 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 i the form of text literature, references, and periodicals. Further the resou in the form of e-teaching. Teachers are asked to give feedback on facilitie courses conducted and new courses that are required to be introduced,

industrial visits, research activities, faculty development programs etc. The feedback obtained from 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 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 in the institutional development. The management needs to be given the information regarding academic developments. The information sought from the students, 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 admission 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	Student Enrolled
BA	FYBA	120	104	104
BA	SYBA	120	73	73
BA	TYBA	120	49	49
BCom	FYBCOM	240	250	240
BCom	SYBCOM	240	177	177
BCom	TYBCOM	240	135	135

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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 teacher teaching UG and PG course
2019	782	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-resource techniques
8	8	5	4	1	Nil

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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 wherein 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 shaping their career. Our students may get stressed on account of the peculiar family backgrounds and many constraints in their life as a result of which their academic performance is affected. The teacher 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 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 SY B Com Dr. Preeti Soni TYB Com Dr. S.M. Chandratre FYBA Dr. More SYBA Asst. Prof. D.K. Mathapati TYBA Dr. S.T. Pandit. Dr. Anuja Palsuledesai and S.M.Athallye are doing overall mentoring for BCom and BA students. 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.), 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 counseled on 'work-life balance' and time management.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
782	10	1:78

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 Ph.D
10	10	Nil	Nil	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship received from Government recognized bodies
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 result during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results (semester-end/ year- end examination)
BA	12300001	5	17/10/2019	02/12/2019
BA	12300001	6	09/10/2020	23/03/2021
BCom	22300001	5	14/10/2019	22/11/2019
BCom	22300001	6	09/10/2020	08/03/2021

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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 course 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 affiliating 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 basis of the term announced by the affiliating university. The members of IQA 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 are 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 to 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	Accountancy	135	127	93.33%
12300001	BA	Economics	49	47	95.92%

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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 year
Major Projects	730	ICSSR	15	7.5

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Intellectual Property Rights	IQAC	21/03/20

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
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
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
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
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	Commerce	2	Nil
International	Commerce	1	Nil
National	Economics	1	Nil

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
History	2
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 citations
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 mentioned in the publica
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No Data Entered/Not Applicable !!!

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	49	3	
Presented papers	1	1	Nil	Nil
Resource persons	1	Nil	Nil	Nil

[View File](#)

3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community 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
Eye Check Up	Mayekar Optical	2	30
Avayava Dan Abhiyaan	Jeevan Vidya Mission	3	42
NSS Camp	Institutional	5	35
Blood Donation Camp	Institutional	4	35
NSS Orientation Programme	Institutional	4	40
Help to flood prone area	ABVP	2	30

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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
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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 unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness Rally	Red ribbon	Aids Awareness Rally	2	30

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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
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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	Participating
CSR	Skill India-Certified Industry Professional Programme	Edubridge Certified Industry Professional	20/12/2019	07/03/2020	1

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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 MoU
Arnold and B.M.Ruia College, Mumbai	27/01/2020	To Jointly organise Seminars and Workshops	70

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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
3.75	14.47

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Campus Area	Existing

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	8704	1264982	117	21845	8821	12868
Reference Books	11676	2245842	223	49088	11899	22949
Journals	41	58940	Nil	15810	41	7475
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)	O
Existing	33	32	25	0	0	7	3	20	
Added	0	0	0	0	0	0	0	20	
Total	33	32	25	0	0	7	3	40	

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 record 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
5.5	3.6	11.22	18.49

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)

In the staff meeting the requirements of Physical, Academic facilities such library, sports computers and classrooms are discussed and put forward to principal. The principal gets approval for such facilities from the management. The procedures and policies for effective utilization of classroom are finalized and decided in academic calendar which is prepared in the beginning of academic year within the framework of the term announced by affiliating university. Regular classroom teaching is done in the pre-determined time

slots. The seminar rooms are utilized whenever the students are required to apprise the knowledge through extracurricular activities. Further the evaluation of the students is done through elocution competition, student seminars, group discussions, panel discussions, quiz competition and also teaching is done as additional academic exercise for improvement of academic performance. The seminar room is also utilized for competitive examination study center where students use this facility as competitive examination study center. The seminar room is also utilized for seminars/workshops/conferences for teachers on various themes at institutional and inter-institutional level. The seminar room is also utilized by cultural department of the institution for indoor cultural performances/activities. The institution has separate gymkhana facility wherein infrastructure for various sports and physical fitness exercise equipments are available and the students are allowed to use the same in the stipulated time frame on daily basis under the supervision and guidance of Independent sports teacher. Since the institution does not have separate sports ground few outdoor sport competition are organized in the sports complex/ground in the vicinity on hiring basis. Students are encouraged to participate in the university state and national level sports event with use of available sports infrastructure. The institution has rich collection of text and reference literature in its library. Besides it has regular subscription for periodicals, newspapers, journals and Annual Government Reports. The library access is given to the students of different classes as per the time table decided by Library department. Book exhibition, book fair, book reading week, book bank facility, readers club, best reader award etc. activities are organized by library department to attract maximum student visits to library and exploit rich reading resources available in the library. Moreover, the library has good collection of district gazetteers published by the state government press. Hence these reading resources are utilized not only by the faculty members of the institution but also the academicians and aspirant researchers from the neighboring institution. The computer laboratory is well equipped with computers of good configuration for conducting the practical/s for the students in a time bound manner.

<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 Rupee
Financial Support from institution	Prize distribution	26	29250
Financial Support from Other Sources			
a) National	Government Matric scholarship	19	33360
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
Readers Club	31/08/2021	8	Institution

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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
2019	Career Opportunities in Banking Sector	Nil	93	Nil	Nil

No file uploaded.

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	Nil	Nil	Nil

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
Nil	10	BA	Economics	Nil	Nil
Nil	9	Bcom	Nil	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
No Data Entered/Not Applicable !!!	

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

Activity	Level	Number of Participants
Remembering Jalianwala Bagh	Institutional	35
Marathi Vangmay Mandal	Institutional	30

A.D.Shroff Memorial Elocution Competition	Institutional	10
Sports	Institutional	419
Cultural	Institutional	78
Book Exhibition	Institutional	531
National Youth Week	Institutional	40

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of stude
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 has been formed as per university norms and they assist in conducting the activities such as book exhibition, elocution competition, sports and cultural events. they also provide help in organising NSS activities such as blood donation camp, tree plantation drive. They further helped in organising the National youth week that was organised this year

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

168

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

23705

5.4.4 - Meetings/activities organized by Alumni Association :

On the Eve of Republic Day, Jan 25, 2020, an Alumni Association Meeting was organized in the College at Dindayal Upadhyay Sabhagriha. Around 60 students participated in the programme. On this occasion Principal Dr. Anuja Palsuledesai welcomed the students and greeted them. She directed the students about the formation of Alumni Association Committee. She further assured the alumni that there will be full institutional support to the Alumni related organization of any functions, programmes seminars. The committee of Eight Members was formed as follows: President: Adinath Kapale Vice-president: Kishore Rathod. Secretary: Shashikant Tirmare Joint-Secretary : Roma Gupta Other Members: Sanket Kulkarni, Nilesh Iyer, Ajay Mudliar and Vishal Tambe. Programme was anchored by Prof. Amit Joshi and Dr. Preeti Soni delivered vote of thanks. In association with NSS the alumni association unit a blood donation camp was organised on 8/2/2020 in which 25 students donated blood.

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)

Swami Vivekanand Night College of arts and Commerce is runned by Rashtriya Shikshan Sanstha. The College works under Sanstha's able guidance and support. Their mantra of decentralization of power at institutional level enables the college to work smoothly. The duties and responsibility of the college work have been divided among different committees where committee chairperson takes final decision about the nature of work to be done and course of action to be taken. There is clear demarcation of work between different committees in the teaching staff. For e.g. Admission Committee, Time Table Committee, NSS and NCC, Cultural and Alumni Committee etc. Similarly the non teaching staff understand and fulfill their work according to the duties assigned to them. Supervisory work is done by Principal. Thus, the structure of organization provide us freedom to work in a decentralize manner. Secondly, regular feedback is taken from each committee member about the work progress of the committee and their concerns are addressed in the most suitable manner. The Management as well as Principal encourages the staff to organise workshop and seminar in college premises. In addition to this they encourage the staff to take part in various state, national and international programs and provide necessary help and guidance for the same. Thus the work culture of Rashtiya Shikshan Sanshodhan under which the college is working provides a participative environment to everyone.

Participative decision making through College Development Committee: The College Development Committee plays significant role for 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 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
Curriculum Development	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 appointed on University academic bodies like Board of Studies, Paper setting committees, Syllabus framing Committee etc. where they actively provide their academic guidance for curriculum development. The College also runs various certificate courses for which the departmental staff members provide their valuable insights in framing of curriculum. The departments enthusiastically organize workshops and seminars inviting eminent speakers in the respective areas.
Teaching and Learning	Every year IQAC of the college organizes professional development programmes for teaching staff of the college to upgrade them. IQAC of the college monitors the teaching and learning process by collecting students' feedback on every teacher of the institution. Reports showing the students' feedback on their teachers were distributed to all the teachers.

individually through Principal in one to one interaction. Principal appreciated teachers having positive impressive feedback and motivated others teachers to improve upon the weaknesses if any noticed shared by the students through feedback. The college is affiliated to University of Mumbai 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 objective of College of Arts Commerce is to serve the employable youth among the society. Therefore, the teacher put their best possible effort to serve the very purpose of our college. Method of interactive teaching is adopted during normal lectures. Power point presentation is used to cover some special topics and during guest lectures. The College also runs various certificate courses for which the departmental staff members provide their valuable insights in framing of curriculum. The departments enthusiastically organize workshops and seminars by inviting eminent speakers in the respective areas.

Examination and Evaluation

The College conducts Tutorials and internal class tests for aided and unaided programmes as a part of continuous internal evaluation. The performance of the students is evaluated on the basis of internal tests, term end examinations and Subject specific project assigned to them. As per the rules and regulation of University of Mumbai, the marks of the students are entered in the software and the results are generated and displayed within the stipulated time frame. At the advent of Information and Technology, Examination Department of the institution is also equipped with required IT and other infrastructure such as purchase of copier for question paper printing and customized software. To maintain the secrecy and sanctity in the examination process, coding system for question papers is introduced from time to time and one question paper set for each subject is selected randomly on the date of examination. In the evaluation process, there is provision for moderation of answer books. It is done regularly by inviting the eligible teachers from the cluster.

Research and Development

The staff members are motivated by the Governing Body to present papers in National and International conferences and publish books and articles in peer reviewed journals with impact factor. 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. All teaching faculty members are a part of Library committee and books and periodical are purchased as per the recommendations of the faculty members of respective subjects. They are also encouraged to take membership of academic institutions in the areas of their research interests.

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. Librarians cater diverse student needs and responds to their suggestions.

for collection development and also improvements are made service extended to students. To introduce and encourage students to use the numerous reference books. Use of ICT is promoted in library and administration by making available requisite hardware and software in areas like payroll, student database, results, library catalogue, security, connectivity etc.

Human Resource Management

1. Recruitment Selection: The governing body analyses the manpower need of the institution at the beginning of every academic year. For recruitment purpose the rules and regulations laid down by Government of Maharashtra and University of Mumbai are followed. A detailed advertisement about the vacant posts is published in the local and national newspapers. The applications of qualified candidates are invited and panel interviews are conducted and by following due procedure the appointments are made. The shortlisted candidates are called for demo lectures and based on the interview and demo lecture the candidate is selected by the governing body in consultation with principal and vice principals. 2. Regular Performance Appraisal: The IQAC collects feedback about the staff members which are discussed with the Principal and the concerned employee.

Industry Interaction / Collaboration

The eminent speakers from industries are invited to conduct seminars or workshops for students. The management is helpful and open to provide the physical infrastructure and technical support required for conduct of such seminars, workshops and training programmes. The institution is also actively engaged in introducing new certificate and add-on courses to provide necessary employability skills among the students as per the requirements of the industry.

Admission of Students

As per the schedule given by the university, Notice of the Admission schedule and procedure is displayed in the Campus customized software is used for admission process and report generation such as student profile, fees paid, subjects, examination details etc. Students are given admission form prospectus. Every year administrative body of the institution constitutes an admission committee to complete the admission work efficiently in fair manner. The admission programme for First year is scheduled as per the University of Mumbai circulars and notifications. To make the admission process flawless every year all the members of admission committee are oriented about the admission process norms to be followed while admitting students in the institution. To make admission process smooth apart from displaying detailed admission notice office staff members are made available to direct guide parents and students visiting institution for admission purpose.

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

E-governance area	Details
Planning and Development	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. Important correspondences related to day to day work are communicated through emails.

Administration	<p>The Management, Principal interact through telephone for the day to day functioning and allocation of work. The office, examination department, 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. The Library and Examination department use Software for their day to day functioning very effectively. The 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.</p>
Finance and Accounts	<p>The record of fees collected from students is maintained through the software Accounts module of CASCADE. It incorporates relevant 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. The salary sheets are generated the record is kept with the help of software Sevarth. The online filing of income tax returns is undertaken at the end of every quarter of the financial year.</p>
Student Admission and Support	<p>As per the schedule given by the university, Notice of the Admission schedule and procedure is displayed in the Campus. customized software is used for admission process and report generation such as student profile, fees paid, subjects, examination details etc. Students are given admission form and prospectus. Every year administrative body of the institution constitutes an admission committee to complete the admission work efficiently in fair manner. The admission programme for First year is scheduled as per the University of Mumbai circulars and notifications. To make the admission process flawless every year all the members of admission committee are oriented about the admission process norms to be followed when admitting students in the institution. To make admission process smooth apart from displaying detailed admission notices official staff members are made available to direct guide parents and students visiting institution for admission purpose.</p>
Examination	<p>Forms of FY, SY and TY Examinations conducted by the University of Mumbai are filled online and all possible guidance provided to the students. The head of the examination requires variety of data like record of students, subjects, details about change in syllabus, number of papers to be framed, remuneration etc. if which emails are sent to the heads of the departments. The examination department uses separate dedicated software Examination module of CASCADE for result preparation and also maintain record of the students. The examination department absolutely relies on the digital and technical resources to maintain complete secrecy in setting of question paper. Both internal and external evaluation marks are recorded digital and reports are submitted to University of Mumbai through digital platform.</p>

6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards members

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 financial support
No Data Entered/Not Applicable !!!				
View File				

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)
2019	National Seminar on CBCS	Nil	30/07/2019	30/07/2019	50	10
2019	Workshop on Innovative Teaching Aids	Nil	23/12/2019	23/12/2019	10	Nil
2020	----	One Day Workshop on Role of Non Teaching Staff in NAAC Accreditation Process	30/04/2020	30/04/2020	Nil	12

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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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	9	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 facilities in admission fee

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 per Maharashtra University Act. Therefore, the institution regularly undertakes internal and external financial audits.

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/ Grants received in Rs.	Purpose
Dr. Hitakshi Sehgal	20000	Consultancy for Geospatial Technology and its application in Doctoral Research of Dr. Sehgal University of Minisota, USA

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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	No	Nil
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.

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 IQAC	Duration From	Duration To	Number of participants
2019	National Seminar on CBCS	30/07/2019	30/07/2019	30/07/2019	50

2019	1	1	03/12/2019	1	Public awareness on digital economic literacy	digital economy	68
2019	1	1	30/11/2019	1	Maha-Marethon	Road safety	140

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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
No Data Entered/Not Applicable !!!			

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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. Cleanliness Drive
5. Kitchen Garden Project

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice - I Campaign and promotion for Digital Monetary Literacy Money 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 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 were invited. They provided the theoretical as well as practical knowledge to students. Similarly, Mr. Arjun Bhabad guided the students regarding the 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 fee 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 does 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 practice of the college. Reading habit has several cognitive benefits like enhancement of

vocabulary and knowledge, widening of horizon, memory improvement. It helps develop stronger analytical thinking and writing skills with improved focus concentration. With these benefits in mind the Librarian Dr. S.M.Athalye instituted an award since the year 2008 in memory of his mother who was 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 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 pre 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 on 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 thrust in not more than 500 words

The institution being a night college caters to the needs and requirements of a 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 brand 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 motivate student participation in state and national level sports and cultural events. • To promote IT infrastructure for e-learning. • To implement teachers training programme as best practice. • To promote social development through community oriented programmes. • To improve academic performance of the students.