



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		SMT. K. G. MITTAL COLLEGE OF ARTS & COMMERCE
• Name of the Head of the institution		Dr. Shagun Srivastava
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		9136168841
• Mobile no		9323282115
• Registered e-mail		prinmittalcollege@gmail.com
• Alternate e-mail		mittalcollegenaac21@gmail.com
• Address		Nahar Nagar, Near Navy Nagar, Malad (W)
• City/Town		Mumbai
• State/UT		Maharashtra
• Pin Code		400064
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Nimmi R. Menon				
• Phone No.	9322113074				
• Alternate phone No.	9136168841				
• Mobile	9870039109				
• IQAC e-mail address	iqacmittalcollege@gmail.com				
• Alternate Email address	mittalcollegenaac21@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://kgmittalcollege.edu.in/aqar/aqar-2021-2022				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://kgmittalcollege.edu.in/academic-calender/2023-24-1				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.3	2004	16/02/2004	15/02/2009
Cycle 2	B+	2.57	2016	16/12/2016	15/12/2021
Cycle 3	B+	2.61	2024	29/08/2024	28/08/2029
6.Date of Establishment of IQAC			18/06/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
N.A.	N.A.	N.A.	N.A.	N.A.	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			View File		

IQAC		
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>- Enhancement of the quality of teaching learning process - Conduct of remedial lectures to enhance the academic performance of weak students - Conduct of value based and skill development courses to enhance the employability of students - Conduct of extension activities and various other co-curricular and extra curricular activities under the auspices of committees</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Preparation of academic calendar, time table and teaching learning plan	Prepared and implemented
To ensure the smooth conduct of teaching and evaluation process	Conducted smoothly
To conduct research oriented activities such as webinars, conferences, interactive sessions	Research oriented activities conducted
To conduct value based and skill enhancement courses for the students	Conducted skill development and value based courses
To augment and maintain infrastructure	Required augmentation and maintenance carried on

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	25/04/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	23/02/2024

15. Multidisciplinary / interdisciplinary

The vision of our institution is to provide holistic and multidisciplinary learning that would develop the overall capacities of students in a holistic manner. Emphasis will be on key concepts, ideas, applications, problem- solving, critical thinking, holistic, inquiry-based, discovery-based, discussion-based and analysis-based learning. Under NEP, the focus of our institution is to provide flexibility to the students in opting areas of their choice across multiple disciplines. Introduction of subjects such as Artificial Intelligence (AI) and Design Thinking as one of the subjects in

B.Sc. (IT) and B.Sc. (Computer Science) is in the pipeline. In addition, subjects like Conversational and Business English, Music, Fine Arts and Physical Education are also planned to be offered in academic streams such as B.Com, B.A., B.Sc. Our Institution follows the curriculum designed by University of Mumbai. Our institution also plans to continue with the conduct of job-oriented value added and certificate courses addressing cross cutting issues. Placement assistance will also be continued to be provided for the students. Regular grooming sessions will be continued to be conducted for the benefit of the students. Regarding the plan for multiple entry and exits, a student on successful completion of one year may switch on to another related undergraduate programmes. Institution is making efforts to promote academic mobility of students. Our institution has set up Research Centre in Business Management and plans to set up research centres in different academic streams, to undertake research projects which are multidisciplinary in nature. Apart from the curricular content, activities are planned to be continued which is supplementary in nature, trying to find solutions for the issues and challenges of the society. Our institution has conducted various value added courses in diverse areas with multidisciplinary approach to enhance holistic development of the students.

16.Academic bank of credits (ABC):

At present, the institution follows the CBCS (Credit Based Choice System) introduced by the University of Mumbai. The institution has completed the process of registration for Academic Bank of Credits. Institution has plans to collaborate with foreign universities, and universities of repute in India for joint degrees and twin degree programmes and to enable appropriate credit transfer. Institution has functional collaborations and linkages with prominent institutions in place. Value added courses on Bhagavad Gita, Flutter Technology, Android using Kotlin and Ethical Hacking are being offered. Liberty is given for adopting suitable pedagogical approach within the approved framework. The teachers make reading materials available for the students. Assignments and its assessment are also being conducted.

17.Skill development:

Placement Cell of the institution grooms the students and get them placed in reputed companies. The courses such as Foundation Course, Business Communication, Strategic Management which is included in the programmes enables the comprehensive development of learners. A large number of programmes offered by the institution enhance the employability of the students by sharpening their skills. The

curriculum of these programmes is supplemented by conducting courses to promote vocational education. Value based education is promoted among the learners by conducting programmes and activities under the auspices of various committees. Committees such as NSS, DLLE, Student Development and Enrichment Cell, Women Development Cell are devoted to the cause of inculcating universal human values in the learners. Value based courses are also designed with this objective in mind. The institution has tie-ups with industry groups, NGOs and academic institutions to deliver vocational skills and to bridge the industry- community-academia gap. Efforts are in place to offer vocational education in various modes including online or offline or blended mode. In association with NSDC, the institution has organized online sessions for the benefit of students. Our institution has MOUs with institutions/organisations for training the students on skill development. Institution has also conducted online courses in collaboration with SSB Academy, TechnoServe and TISS.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our college has nurtured an inclusive learning by amalgamating Indian Knowledge system into the curriculum. Committees such as Marathi Vangmayi Mandal celebrates Marathi Diwas, Hindi Diwas by organising elocution competition, poetry competition, handwriting competition, singing competition to build awareness of various Indian languages. Cultural Unit organizes various cultural events and celebrates Guru Purnima, traditional days and festivals like Navratri in all its pomp. The institution has plans to introduce certificate courses in Indian Knowledge Systems and also to integrate traditional sports related courses like Mallakhamb and fine arts related courses with the curriculum. Faculties of our institution deliver curriculum in bilingual mode (Vernacular language and English), since majority of our learners are from regional language background. College is also planning to introduce courses based on languages, traditional knowledge, culture and traditions. The diverse needs of our learners are catered through bilingual explanations, both in vernacular language and in English across all the programmes. Curriculum delivery is made more effective in bilingual mode. Our institution recognizes the significance of preservation and protection of traditional knowledge. Maximum efforts are put by the institution to attain this objective by organising plethora of activities. Festivals are celebrated in its authenticity to preserve our culture and traditions. Literary competitions are organized in different languages which help in the protection and promotion of the same.

Yoga sessions are conducted regularly either in online or offline mode as a method to preserve Indian culture.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Our institution follows Outcome based Education. Learner based teaching is adopted. It has its well- defined programme outcomes, programme specific outcomes and course outcomes in tune with that of the affiliated University, and drafted in analogy with the vision and mission of the institution. Attainment of course outcomes and programme outcomes is measured systematically using strategic tools, which enables to analyse learners capability and to enhance the same by employing remedial measures. Each department conducts curriculum based activities such as quizzes, guest lectures, hands-on-training, competitions as an effort to attain outcomes. Teaching learning process is also monitored regularly to examine the outcome based education. The attainment of outcomes, i.e., Programme Outcomes, Programme Specific Outcomes and Course Outcomes are measured using strategic methods. Strategic plans are carried out to enhance the academic performance of the students.

20.Distance education/online education:

Our institution recognizes the relevance of technology in education, and has adopted technological steps in delivering curriculum. Institution is planning to opt MOOCS and SWAYAM courses offered by the University of Mumbai which will be open for the teachers, learners and other stakeholders. Our institution has adopted technology tools to augment teaching learning activities. Our faculty is adept in using ICT tools to conduct online lectures and other curricular activities. Tools like power point presentations, google forms, online learning resources, fully automated library are being resorted by the faculty. A systematic and well organized mechanism is in place for conducting online examinations and declaration of results. Various programmes were also conducted to help our students to utilize e-resources, digital learning tools, online databases. The institution is fully equipped for blended learning. Hybrid teaching opens up the possibility to extend our reach to a wide ranging network of students, irrespective of the geographic zone. The institution plans to extend and upgrade its existing digital infrastructure to cater to the need of the hour. Continuous internal assessment of the students is carried out in online mode in the courses wherever it is required. Value added courses are conducted in blended mode.

Extended Profile

1.Programme		
1.1		324
Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		1320
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2		0
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		335
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		46
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		46

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	216.05
4.3 Total number of computers on campus for academic purposes	118

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As per the requirements, qualified teachers are appointed complying with the guidelines of the affiliating University and workload is allotted as per the UGC norms. At the onset of the academic year, academic calendar is prepared and is followed. Timetable is prepared and regular classes are conducted. Teaching learning plans are prepared by the respective subject teacher, which is approved by Head of the Department and Head of the institution, at the beginning of academic year. Timely completion of syllabus is ensured followed by revision of subject. Departmental meetings are held regularly. Study materials and videos are uploaded by the faculty in Youtube and the links are provided to students. Textbooks and reference books are provided in the form of open source pdf form, and notes are provided to the students in digital form. Academic performance of the students is regularly monitored and evaluated through class tests, internal exams and assignments conducted by various departments. Examinations were conducted in this academic year, following instructions of affiliating University. Result analysis is done and remedial measures are adopted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar of the institution is prepared and communicated to all the stakeholders by displaying it on the website and notice board on the commencement of the academic year. It is prepared in lines with the academic calendar of the affiliating University. On the basis of academic calendar, teaching learning plans and schedule for the lectures is prepared. Internal evaluation is conducted as per the University norms. Schedule is prepared for the same to ensure the smooth conduct for the courses. Apart from this, continuous internal evaluation is done in the form of class tests, assignments, quizzes, projects, class participation. Students are informed much before the deadlines for the submission of projects, assignments and the dates for class tests. Semester end examinations are conducted in adherence to the guidelines of affiliating University in the stipulated time period. As per the guidelines of the affiliating University, evaluation process is completed and results are displayed within the prescribed time period.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above
following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

8

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

261

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Being an affiliated college, the curriculum is designed by the University of Mumbai. Committees such as WDC (Women Development Cell), NSS (National Service Scheme), DLLE (Department of Life Long Learning & Education), SDEC (Student Development and Enrichment Cell), Green Club, Research Cell regularly organizes programmes related to professional ethics, gender equity, human values, environment related issues. In the academic stream, compulsory courses are offered which helps students to gain knowledge and critically analyze gender, environment, human values and ethics related issues. Professional ethics related issues are taken by different committees. Women Development Cell undertakes various programmes to create awareness among girls students. National Service Scheme is committed to community service and conducts extension activities. Green Club conducts programmes to instill environmental conscience among the students. All the committees carefully plans its activities to make student socially sensitive and responsible and fulfill our Institutional Social Responsibility so that cross cutting issues are integrated into the curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

424

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://kgmittalcollege.edu.in/Feedback_analysis/2023-24-1
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kgmittalcollege.edu.in/Feedback_analysis/2023-24-1

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1337

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

623

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Slow learners are identified through an informal approach consisting of observations of the students in the lectures and through

feedbacks and also considering their personal and social background. These slow learners are provided with extra/ remedial lectures and online notes and personal counselling by the mentors. Advanced learners are identified through observations, term end academic results, attitude and aptitude of the students. These students are provided guidance and supervision so that they can achieve their goals. The requirements of students from different backgrounds are met through one to one problem solving approach.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1320	46

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods such as experiential learning, participative learning and problem solving methodologies are used to enhance learning experiences. Students are involved in organising co-curricular and extra curricular activities. Students are motivated to write and present research papers and to participate in various competitions. Our institution follows informal participative learning and teaching model in which the approach is "with the students" rather than "for the students". In this mutual learning process, students are empowered to be more adaptable and independent, enabling them to serve the community in a better manner.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT tools are utilised by the teachers to ensure an effective teaching learning process. Smart class rooms are set up, and utilised for effective teaching learning process. Also platforms such as Google Meet, Zoom, MS-Teams are resorted to for for doubt solving sessions, remedial lectures. Methodologies such as power point presentations, youtube links, google docs, web pages, pen tablet are also used by teachers. Our library is also automated with access to INFLIBNET and other e-resources.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

06

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

354

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment is conducted through a transparent mechanism. Timetable is prepared in lines with the guidelines of University of Mumbai and is communicated to the students by uploading it in the college website, displayed on the college notice board and circulating it in various students groups. Class tests, assignments are taken regularly to ensure continuous evaluation. Regarding project submission, students are provided with a list of topics and deadline for the submission of the project. Reminders about the project submission is given frequently to reduce the number of project defaulters. Projects are submitted by the students and the same are assessed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The timetable of the internal examination are communicated to the students well in advance. All necessary arrangements are made for the same. The grievances are timely addressed by the examination committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes, programme specific outcomes and Course outcomes for all the programmes offered by the institution are prepared in lines with the outcomes as specified by the University of Mumbai. These are displayed on the college website and accordingly it is communicated to teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://kgmittalcollege.edu.in/programe_outc ome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The measures to evaluate the attainment of programme and course outcomes are discussed in the departmental meetings. Continuous internal evaluation is conducted to assess the achievement of course outcomes. Course outcomes are also assessed through term end examination and feedback mechanism. The attainment of programme outcomes are assessed through student placement and their progression to higher education.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

266

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://kgmittalcollege.edu.in/upload/naac_file/SSS_ANALYSIS-1740383611.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Our institution has created an ecosystem for innovations and has facilitated creation and transfer of knowledge through various initiatives adopted by different departments and committees. Our institution has set up an incubation cell and is in the process of registration with MSME. An international multidisciplinary conference was organised by our institution in association with Research Foundation of India in which faculty members and students presented and published their papers. Faculty Study Circle have conducted interactive sessions on relevant current themes for the benefit of the faculty members. Students are mentored and provided guidance on preparing, presenting and publishing research papers in seminars/ conferences at various levels.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

6

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The vision and mission of our institution focuses on the overall development of students with values, sense of social responsibility, inclusiveness and adaptability. WDC and other committees such as NSS and DLLE have organized various activities and competitions such as poster making, paragraph writing. Webinars on topics such as Marine Pollution, to create awareness on the significance of environmental conservation, paper bags are made and distributed to the vendors in the vicinity, and beach cleaning and clean up drive of the neighbourhood is also conducted.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

66

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2286

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate number of spacious, naturally lighted and well ventilated classrooms, with varying capacities to accomodate 60-120 students, also provided with sufficient numbers of lights. Every classroom has a podium and are Wi-Fi enabled with CCTV security protection. Several classrooms are equipped with LCD projectors. A state of art Audio Visual Room exist for benefit of faculty and students. Our institution has public address system, intercom facility, RF-ID enabled examination room, two ICT enabled auditoriums, one with a seating capacity of 200, used for the conduct of seminars and conferences and other with the seating capacity of 500, used for academic, cultural and community programmes. Notice boards are fixed at the entrance and on every floor for display of various notices, and for teaching and non teaching staff in staff

room and administrative office. Our institution also has two well equipped computer laboratories with required configurations, projector and screen. Administrative office is located on first floor for aided section and in 4th floor for professional courses. All non teaching staff members are provided with computers. Administrative staff uses computing equipments like printers, scanners, xerox machines. Bio metric machine is installed to record attendance of teaching and non teaching staff.

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

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

The institution has a well-equipped gymkhana and fitness centre with necessary devices and facilities for indoor activities such as carrom, chess, boxing and karate for the benefit of the students as well as the staff members. One full-time attendant is available in the gymkhana to guide and assist the students. Management of the institution provides continuous support for the improvement of the sports facilities. Our institution also has a very active Cultural committee, and various online competitions like mehendi, elocution, rangoli, diya decoration were conducted. College also organised intercollegiate cultural fest. The auditorium at the basement is utilised for cultural activities and also for Yoga training, for the students, staff and the neighbouring community.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

36.33

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is fully automated with iSLIM software, an integrated Library Management System featuring the iOPAC online catalog. This multi-user, multi-tasking software is web-based, allowing for online customer support and maintenance. The company regularly provides the latest version and updates.

The software supports both wired and wireless barcode scanners for circulation tasks. It performs automated backups of all data, with a dedicated computer serving as the system's server. All library operations can be efficiently managed using this software, which also enables the generation and printing of various library reports.

Barcoding for users and library resources can be carried out seamlessly within the system. Multiple users can access the software

across different computers using unique login credentials within the college premises.

The iOPAC module offers users detailed information on available books, including their status (on shelf or issued), location within the library, and bibliographical details.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **D. Any 1 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.92 Lakhs

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

39

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has four broadband connections of 50MBps, 50MBps, 20MBps and 20MBps each. Open source software is used for the delivery of curriculum. Campus license with microsoft is made. All machines are protected with the licensed copy of antivirus. Windows Server 2016 is installed on a datacenter server equipped with licensed firewall. Three smart class rooms are installed to enhance the teaching learning process. All classrooms are Wi-Fi enabled with large number of classrooms equipped with mounted projectors and mobile projectors are also available. A dedicated webcam is fitted to the computer used for downloading University question papers. Paper shredder and photo copier device is also available. Our library is fully automated and IT enabled. All official communications are done using Office 365, GSuite using KGMITTAL domain. An active website is hosted on its own domain.

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

4.3.2 - Number of Computers

150

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the A. ? 50MBPS

Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

216.05

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The upgradation and maintenance of available infrastructure and support facilities are done, based on the inputs from stakeholders, feedback and suggestion box. It is discussed at different platforms like CDC, IQAC and Principal. The expenditure required for the same is estimated and sanctioned by management and CDC. The college has Annual Maintenance Contract for air conditioners, solar power panels, water coolers, elevator, xerox machine, cleaning of underground and overhead tank, CCTV, IT infrastructure and on call basis for fire extinguisher and biometric machine. All electrical, plumbing, carpentry and other related maintenance work are done on regular basis. Drinking water is lab tested and Certificate of Analysis is obtained indicating that drinking water is free of bacterial and chemical contamination. Green landscape is maintained through outsourcing at regular intervals. The college has Annual Maintenance

Contract for computers, printers and other electronic equipments which is done by AMC vendor. The purchase of hardware and software in the laboratories is based on requirements. The library has requisition form for the staff and students on the basis of which books, magazines, journals in the library are purchased.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

13

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

32

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

32

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

3

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

11

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student representation is ensured in IQAC and College Development Committee. Suggestions given by students are taken into consideration. Classwise representatives are selected at the beginning of the academic year, who ensures that overall discipline is maintained. They act as a link between their fellow classmates and faculty members. They play a very active role in organizing activities such as competitions and other sessions. They are instrumental in communicating demands and feedback of their fellow students. NSS Unit, Women Development Cell, DLLE, Student Development and Enrichment Cell, Cultural Committee organized various activities with the active participation of students. This representation of students in diverse bodies ensures their holistic development.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has a registered Alumni Association. The Alumni Association, Hamara KGM College Association is registered with corporate identity number U85500MH2023NPL400077. Alumni representation is ensured in academic bodies such as IQAC and CDC. They support college in organising webinars and conferences. They also represent University and education bodies in matters related to assessments and audits and provide valuable suggestions for overall development of the institution and quality maintenance. They are also invited by college as guest lecturers to share their expertise with the students.

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

5.4.2 - Alumni contribution during the year **E. <1Lakhs**
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution's vision is "To groom our students into self-reliant individuals with strong innate human values, to sensitize them about the social responsibility with the participatory web of management and excellence in education with inclusive mindset and adaptable to the changing scenario". Mission of our institution is "To be an innovative institution that instills students with knowledge, values, inclusiveness and adaptability which provides opportunities for the youth to be leaders, entrepreneurs and above all good human beings" The governing body, the principal, administrative and academic departments strive to achieve the vision and mission of the institution through its tremendous efforts. Committees are formed, consisting of members from teaching staff, non-teaching staff, and students for overall management of the institution in matters like admission, time table, examination, cultural, research, student development and enrichment. Funds are provided by the management to enhance the infrastructure, library, laboratories, facilities like audio visual studio, gymkhana and to make the campus ecofriendly.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization techniques are adopted in the institution in the areas of academics, administration and extra curricular activities. A clear organogram exists which includes Management, Principal and Head of the Department, Chair-person of the committees, administrative staff and students. Various committees are constituted by the Principal and their roles and responsibilities are defined. The relevant stake holders of the institution play an important role in the democratic functioning of the institution discharging their duties and responsibilities. Various co-curricular and extra-curricular online activities like webinars, cultural activities are conducted. Our support staff also provides support in maintenance of a clean campus, maintenance of infrastructure, discipline in the campus and various other matters. Any suggestions from stake holders is given due consideration, keeping in mind its

cost-effectiveness and outcomes and are implemented accordingly. The managing body followed by College Development Committee - IQAC - Vice Principal- Heads of Departments- Coordinators - Committee heads - faculty members - student council takes crucial decisions accordingly. Registrar with the team of non teaching liasons with the UGC, University of Mumbai, Department of Education, Govt.of Maharashtra and Brihanmumbai Muncipal Corporation and carries on administrative aspects.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is prepared for a time period of two years in tunes with our vision and mission. The areas in which strategic plan has been successfully deployed is that of teaching and learning and to make an eco-friendly campus. Teaching learning process is monitored regularly, assessment and evaluation process is carried out as per the guidelines of the affiliating University, continuous internal evaluation is being carried on, conduct of remedial and revision lectures are ensured and co-curricular and extra curricular activities are organised. Eco-frienclly and green campus is ensured with the installation of solar power plants, LED bulbs, by developing and maintaining landscaping using vertical gardening, by reducing the energy consumption, by initialising smart automation of electric equipments to increase energy efficiency and by installing e-vehicle charging point.

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

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

Different committees are constituted with the representation of teaching and non teaching staff. The academic and administrative functioning is handled by the CDC and IQAC with active involvement of Management and Principal. The procedures for making decisions are made at the appropriate levels of the organisational hierarchy. The committees and the departments perform their duties under the supervision of the Principal. The institution follows the service rules and procedures according to the government norms. The recruitment process is carried out according to the Government prescribed norms. The promotions of non teaching staff are done as per the seniority list. Promotions of teaching staff are as per Academic Performance Indicators (API) as laid down by University of Mumbai. The teaching and non-teaching staff have the benefits of Pension, Provident Fund, Gratuity, Mediclaim, Leave Encashment and other benefits as applicable. The institution takes student feedback from the students and other stakeholders for improving quality of teaching learning and administrative activities. This feedback is analysed. Suggestion box is kept near administrative office. The grievance of staff and students are solved by the grievance redressal committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://kgmittalcollege.edu.in/organogram.php
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching staff are motivated to attend faculty development programmes organized by our institution and other institutions. Sessions are organised under the auspices of Faculty Study Circle to initiate discussions and deliberations among the faculty members on relevant current topics. Support facilities like cooperative credit society, payment of fees in installments for their wards were made available. Parking facilities, clean drinking water facilities, financial assistance in medical expenses, tie up with nearby doctors are provided. Full- fledged computer labs with Wi-Fi facility, audio-visual studio and desktop facility are also available. Leave benefits such as casual leave, half pay leave, duty leave and maternity leave are provided. Retirement benefits are provided as per the UGC/ University rules after superannuation. Uniforms and umbrellas are provided for support staff. The support staff attending outdoor departmental work is provided with shoulder bags, shoes and mobile phones.

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

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

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

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self-appraisal reports are obtained from teaching staff and confidential reports are prepared which helps in assessing their efficiency, to ensure that academic quality is being maintained. This appraisal is used for the Career Advancement of the teachers, which is required for their promotions as per the norms. It is done in a confidential manner and maintained by the Principal. Feedback is also obtained from the students on different aspects like punctuality, delivery of curriculum, communication skills. Performance Appraisal/ Confidential Report of the non-teaching staff members are prepared by the concerned staff and maintained by the Registrar of the college in a confidential manner. Comments from the Registrar and Principal are made on the report on grade basis as per the norms of Government of Maharashtra. Administrative Audit is conducted. Suggestion box is set up, where students can deliver their complaints/ suggestions. Genuine complaints are given due consideration and are documented. If the complaint is against any teaching and non teaching staff, the concerned staff is counselled by the Principal and an opportunity is given to improve. Email id and feedback links are posted in the institutional website.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit

objections within a maximum of 200 words

Regular internal audits are conducted every year in frequent intervals. External audit is conducted on regular basis by the office of Joint Director of Higher Education, Senior Auditor and Accountant General.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Tuition Fees, UGC Grants, Grant-in Aid from government, funds received from the Management, funds received from conduct of public examinations ae the major sources of institutional funding. Tuition fees received from the students of professional courses are utilized for academic activities and also for unaided faculty and staff salaries. Grant in-aid from the Government is utilized for the salaries of aided faculties and staff. Fund from the management is utilized for the maintanence of infrastructure.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The aspect of teaching-learning has been strengthened for institutionalizing quality enhancement process. Academic Calendar of the institution is prepared in accordance with the academic calendar of University of Mumbai. Time table is prepared by the time table committee and lectures are held regularly as per the time table. Teaching learning evaluation process is regularly monitored. To improve the academic aspects of weak students, remedial lectures are conducted on regular basis. Collaborations are made with other institutions of eminence to conduct academic programs. Students are also encouraged to present and publish papers under the mentoring of faculties. Interactive sessions/ seminars/ conferences/ webinars are organized.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Academic Calendar is prepared at the onset of academic year which is communicated to the stake holders through college website. Course wise teaching learning plans are prepared by the teaching faculty members. Time table is prepared. Curricular, co-curricular and extra-curricular activities are organized for the benefit of the students which are monitored regularly by IQAC. IQAC encourages the participation of teachers in faculty development programs like orientation course, refresher course and short term course. ICT enabled tools are encouraged to be used by the teaching faculty by the IQAC. Skill development courses are offered to the students to nourish their skills, supplementing their academic acumen. Industry-

academia linkages are set up for teh benefit of the students.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Guest Lecture on Gender Sensitization Workshop by Mrs Daivata Patil on 04th July 2023
2. Awareness Activities

Poster making

Objective is to create awareness on Gender Sensitization, Women's rights and Women Empowerment in the college premises,

Topics (Select Any One)

- Save Girl Child with Slogans
- Gender Equality with Slogans
- Women Empowerment
- POSH ACT
- VISHAKA GUIDELINES

Language: Hindi, English or Marathi

Displayed for Exhibition on 4th & 5th December 23

3. Paragraph Writing Programme: Awareness on POSH Act 2013 & POSCO Act 2012 on 01st March 2024

Students spread awareness on POSCO Act 2012 through paragraph writing and presentation in their respective classes.

4. On the occasion of International Women's Day - 2024, Women's Development Cell (WDC) and IQAC of Smt K G Mittal College of Arts and Commerce had organized a national webinar on 13th March 2024 on "Women Empowerment and Nation Building" to celebrate the theme of International Women's Day 2024 : Invest In Women: Accelerate Progress, Campaign theme: "Inspire Inclusion".

The purpose of the webinar: "Inspire People and Understand the Value of Including Women".

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste generated in the college canteen is composted and utilized as manure for the plants in the premises. Other solid wastes are collected by the concerned Department of the Municipal Corporation on regular basis. Newspapers, wooden pieces from broken furniture, metals, glass pieces and plastic waste are recycled through vendors in the nearby market. Sanitary pad vending and dispensing machine is also installed in the girls' common room. Paper shredder is used to dispose off paper waste. Canteen generated liquid waste is channelized to the plants for the purpose of watering. Majority of the lavatories in our institution are squatting type to reduce liquid waste. The remaining liquid waste is connected to Bombay Municipal Corporation's sewage facility. Electronic gadgets are optimally used and properly maintained to reduce the generation of e-waste and to increase the shelf life of such equipments. It is ensured that e-waste is properly disposed by giving it for recycling to certified vendors. E-waste bin is kept in the college premises to collect e-wastes such as monitors, keyboards, mouse, CD's, Hard disks, SMPS.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

B. Any 3 of the above

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment 5.

Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

All students are given equal opportunity to participate in curricular and extra curricular activities. Students belong to various faiths, though ours is a minority institution. Competitions are conducted, open for all, and without any gender/ language barriers so that students can comfortably share their thoughts

genuinely. Human values are promoted among the students through programmes like sessions and webinars, thus supplementing the related topics, covered in the curricular aspects of Foundation Course of undergraduate programme. All students equally take the benefit of mentoring provided by the institution. The concept of peer mentoring is also encouraged among the students to improve the academic results and to reduce absenteeism. Stakeholders maintain a harmonious relationship which ensures a peaceful ambience in the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

National days like Independence Day and Republic Day is celebrated in our college in its full pride and vigour. Flag hoisting is done along with programs like patriotic speech, songs, skits, dance are also organised to celebrate these days. Various Committees of our institution like NSS, DLLE, Student Development and Enrichment Cell regularly conducts various activities and sessions to instill awareness of the obligations under Constitution of India, supplementing the curriculum of the Foundation Course in the undergraduate program.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional A. All of the above

ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

National and international commemorative days and events and festivals are celebrated on a very grand scale and traditionally. Independence Day and Republic Day is celebrated with flag hoisting and other programs. On the occasion of Gandhi Jayanthi and other national days, our students engage in cleanliness drive. Days like Guru Purnima and Teachers Day are celebrated with various programmes and competitions, organised by departments and committees. Activities like card making competition, essay writing competition were organized. The college celebrated Guru Purnima and Teachers Day by sensitizing the students regarding the importance and role of teachers in life, imbuing values to make them responsible citizens. 21st June was celebrated by organising Yoga session for staff and students in co-ordination with renowned Yoga institutes. 8th March was celebrated as International Women's Day by organising various programs.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Title: Cultivating Entrepreneurship Skills

Objectives: i) To provide support to the students to enhance their entrepreneurship skills; ii) To enable them to create their own start-ups

Context: To help the students to nourish their skills in showcasing their projects, marketing thus promoting self-employability

Practice: Set up of Incubation Centre, Contest on Innovation Projects Ideas, Discussions with members of Indian Chamber of Commerce, MSME Board members and other eminent industrialists

Evidence of Success: Students showcasing their more than ten elaborate project ideas in the inter collegiate contest held in our college and also in competitions such as Avishkar, an intercollegiate project competition by University of Mumbai

Problems encountered and resources required: Space constraint, Lack of professional guidance, Financial problems

Best Practice 2: Title: Reaching out to the Society Objectives:

Institution focuses on fulfilling institutional social responsibility through various activities for the benefit of the society. **Context:**

Located in the midst of socially and economically underprivileged community, the institution takes every opportunity to undertake

activities for mutual benefit. **Practice:** The institution always takes keen interest to upgrade the community through various activities organised by different committees such as NSS, WDC, DLLE.

Evidence of Success: Increased awareness among the students on socially relevant issues, Enhanced participation of students in Various activities.

Problems encountered and resources required: Majority of students are doing jobs, which limits their participation in activities.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Programs are conducted to enhance the industry readiness of the students, considering the background of the students. Institution has tie-ups with various organisations and conducts value added courses and skill development courses on diverse topics. Students are provided placement on the successful completion of the course. Collaborations are done and MOUs are entered into with institutions which are functional, and under which various programmes are conducted for mutual benefit. Regarding academics, students are trained for examinations through regular and remedial lectures. Class tests, assignments and project submissions are conducted on regular basis. Various webinars, conferences, workshops, guest lectures are conducted for the benefit of stakeholders. Mentorship helps students to come out of their personal and academic problems, sharing it with their respective mentors. Extra-curricular activities such as various competitions and other cultural events are conducted to nourish the talents of students. Extension programs are organized under the auspices of committees for the benefit of the nearby community. The institution has adopted a village where residential camp is held. These activities ensure the holistic development of the students, and serves as the main motive for the students to seek admission in our institution. The dedicated and committed efforts of the entire staff of institution have made our institution distinct in its own way.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As per the requirements, qualified teachers are appointed complying with the guidelines of the affiliating University and workload is allotted as per the UGC norms. At the onset of the academic year, academic calendar is prepared and is followed. Timetable is prepared and regular classes are conducted. Teaching learning plans are prepared by the respective subject teacher, which is approved by Head of the Department and Head of the institution, at the beginning of academic year. Timely completion of syllabus is ensured followed by revision of subject. Departmental meetings are held regularly. Study materials and videos are uploaded by the faculty in Youtube and the links are provided to students. Textbooks and reference books are provided in the form of open source pdf form, and notes are provided to the students in digital form. Academic performance of the students is regularly monitored and evaluated through class tests, internal exams and assignments conducted by various departments. Examinations were conducted in this academic year, following instructions of affiliating University. Result analysis is done and remedial measures are adopted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar of the institution is prepared and communicated to all the stakeholders by displaying it on the website and notice board on the commencement of the academic year. It is prepared in lines with the academic calendar of the affiliating University. On the basis of academic calendar, teaching learning plans and schedule for the lectures is prepared. Internal

evaluation is conducted as per the University norms. Schedule is prepared for the same to ensure the smooth conduct for the courses. Apart from this, continuous internal evaluation is done in the form of class tests, assignments, quizzes, projects, class participation. Students are informed much before the deadlines for the submission of projects, assignments and the dates for class tests. Semester end examinations are conducted in adherence to the guidelines of affiliating University in the stipulated time period. As per the guidelines of the affiliating University, evaluation process is completed and results are displayed within the prescribed time period.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

8

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

261

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Being an affiliated college, the curriculum is designed by the University of Mumbai. Committees such as WDC (Women Development Cell), NSS (National Service Scheme), DLLE (Department of Life Long Learning & Education), SDEC (Student Development and Enrichment Cell), Green Club, Research Cell regularly organizes programmes related to professional ethics, gender equity, human

values, environment related issues. In the academic stream, compulsory courses are offered which helps students to gain knowledge and critically analyze gender, environment, human values and ethics related issues. Professional ethics related issues are taken by different committees. Women Development Cell undertakes various programmes to create awareness among girls students. National Service Scheme is committed to community service and conducts extension activities. Green Club conducts programmes to instill environmental conscience among the students. All the committees carefully plans its activities to make student socially sensitive and responsible and fulfill our Institutional Social Responsibility so that cross cutting issues are integrated into the curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

424

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://kgmittalcollege.edu.in/Feedback_analysis/2023-24-1
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kgmittalcollege.edu.in/Feedback_analysis/2023-24-1

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1337

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

623

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Slow learners are identified through an informal approach consisting of observations of the students in the lectures and through feedbacks and also considering their personal and social background. These slow learners are provided with extra/ remedial lectures and online notes and personal counselling by the mentors. Advanced learners are identified through observations, term end academic results, attitude and aptitude of the students. These students are provided guidance and supervision so that they can achieve their goals. The requirements of students from different backgrounds are met through one to one problem solving approach.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1320	46

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods such as experiential learning, participative learning and problem solving methodologies are used to enhance learning experiences. Students are involved in organising co-curricular and extra curricular activities. Students are motivated to write and present research papers and to participate in various competitions. Our institution follows informal participative learning and teaching model in which the approach is "with the students" rather than "for the students". In this mutual learning process, students are empowered to be more adaptable and independent, enabling them to serve the community in a better manner.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT tools are utilised by the teachers to ensure an effective teaching learning process. Smart class rooms are set up, and utilised for effective teaching learning process. Also platforms such as Google Meet, Zoom, MS-Teams are resorted to for for doubt solving sessions, remedial lectures. Methodologies such as power point presentations, youtube links, google docs, web pages, pen tablet are also used by teachers. Our library is also automated with access to INFLIBNET and other e-resources.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

06

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

354

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment is conducted through a transparent mechanism. Timetable is prepared in lines with the guidelines of University of Mumbai and is communicated to the students by uploading it in the college website, displayed on the college notice board and circulating it in various students groups. Class tests, assignments are taken regularly to ensure continuous evaluation. Regarding project submission, students are provided with a list of topics and deadline for the submission of the project. Reminders about the project submission is given frequently to reduce the number of project defaulters. Projects are submitted by the students and the same are assessed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The timetable of the internal examination are communicated to the students well in advance. All necessary arrangements are made for the same. The grievances are timely addressed by the examination committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes, programme specific outcomes and Course outcomes for all the programmes offered by the institution are prepared in lines with the outcomes as specified by the University of Mumbai. These are displayed on the college website and accordingly it is communicated to teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://kgmittalcollege.edu.in/programe_outcome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The measures to evaluate the attainment of programme and course outcomes are discussed in the departmental meetings. Continuous internal evaluation is conducted to assess the achievement of course outcomes. Course outcomes are also assessed through term

end examination and feedback mechanism. The attainment of programme outcomes are assessed through student placement and their progression to higher education.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

266

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://kgmittalcollege.edu.in/upload/naac_file/SSS_ANALYSIS-1740383611.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Our institution has created an ecosystem for innovations and has

facilitated creation and transfer of knowledge through various initiatives adopted by different departments and committees. Our institution has set up an incubation cell and is in the process of registration with MSME. An international multidisciplinary conference was organised by our institution in association with Research Foundation of India in which faculty members and students presented and published their papers. Faculty Study Circle have conducted interactive sessions on relevant current themes for the benefit of the faculty members. Students are mentored and provided guidance on preparing, presenting and publishing research papers in seminars/ conferences at various levels.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

21

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

6

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The vision and mission of our institution focuses on the overall development of students with values, sense of social

responsibility, inclusiveness and adaptability. WDC and other committees such as NSS and DLLE have organized various activities and competitions such as poster making, paragraph writing. Webinars on topics such as Marine Pollution, to create awareness on the significance of environmental conservation, paper bags are made and distributed to the vendors in the vicinity, and beach cleaning and clean up drive of the neighbourhood is also conducted.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

66

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2286

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate number of spacious, naturally lighted and well ventilated classrooms, with varying capacities to accomodate 60-120 students, also provided with sufficient numbersof lights. Every classroom has a podium and are Wi-Fi enabled with CCTV security protection. Several classrooms are equipped with LCD projectors. A state of art Audio Visual Room exist for benefit of faculty and students. Our institution has public address system, intercom facility, RF-ID enabled examination room, two ICT enabled auditoriums, one with a seating capacity of 200, used for theconduct of seminars and conferences and other with the seating capacity of 500, used for academic, cultural and community programmes. Notice boards are fixed at the entrance and on every floor for display of various notices, and for teaching and non teaching staff in staff room and administrative office. Our institution also has two well equipped computer laboratories with required configurations, projector and screen. Administrative office is located on first floor for aided section and in 4th floor for professional courses. All non teaching staff members are provided with computers. Administrative staff uses computing equipments like printers, scanners, xerox machines. Bio metric machine is installed to

record attendance of teaching and non teaching staff.

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

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

The institution has a well-equipped gymkhana and fitness centre with necessary devices and facilities for indoor activities such as carrom, chess, boxing and karate for the benefit of the students as well as the staff members. One full-time attendant is available in the gymkhana to guide and assist the students. Management of the institution provides continuous support for the improvement of the sports facilities. Our institution also has a very active Cultural committee, and various online competitions like mehendi, elocution, rangoli, diya decoration were conducted. College also organised intercollegiate cultural fest. The auditorium at the basement is utilised for cultural activities and also for Yoga training, for the students, staff and the neighbouring community.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

33

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

36.33

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is fully automated with iSLIM software, an integrated Library Management System featuring the iOPAC online catalog. This multi-user, multi-tasking software is web-based, allowing for online customer support and maintenance. The company regularly provides the latest version and updates.

The software supports both wired and wireless barcode scanners for circulation tasks. It performs automated backups of all data, with a dedicated computer serving as the system's server. All library operations can be efficiently managed using this software, which also enables the generation and printing of various library reports.

Barcoding for users and library resources can be carried out

seamlessly within the system. Multiple users can access the software across different computers using unique login credentials within the college premises.

The iOPAC module offers users detailed information on available books, including their status (on shelf or issued), location within the library, and bibliographical details.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.92 Lakhs

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

39

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has four broadband connections of 50MBps, 50MBps, 20MBps and 20MBps each. Open source software is used for the delivery of curriculum. Campus license with microsoft is made. All machines are protected with the licensed copy of antivirus.Windows Server 2016 is installed on a datacenter server equipped with licensed firewall. Three smart class rooms are installed to enhance the teaching learning process. All classrooms are Wi-Fi enabled with large number of classrooms equipped with mounted projectors and mobile projectors are also available. A dedicated webcam is fitted to the computer used for downloading University question papers. Paper shredder and photo copier device is also available.Our library is fully automated and IT enabled. All official communications are done using Office 365, GSuite using KGMITTAL domain. An active website is hosted on its own domain.

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

4.3.2 - Number of Computers

150

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

216.05

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The upgradation and maintenance of available infrastructure and support facilities are done, based on the inputs from stakeholders, feedback and suggestion box. It is discussed at different platforms like CDC, IQAC and Principal. The expenditure required for the same is estimated and sanctioned by management and CDC. The college has Annual Maintenance Contract for air conditioners, solar power panels, water coolers, elevator, xerox

machine, cleaning of underground and overhead tank, CCTV, IT infrastructure and on call basis for fire extinguisher and biometric machine. All electrical, plumbing, carpentry and other related maintenance work are done on regular basis. Drinking water is lab tested and Certificate of Analysis is obtained indicating that drinking water is free of bacterial and chemical contamination. Green landscape is maintained through outsourcing at regular intervals. The college has Annual Maintenance Contract for computers, printers and other electronic equipments which is done by AMC vendor. The purchase of hardware and software in the laboratories is based on requirements. The library has requisition form for the staff and students on the basis of which books, magazines, journals in the library are purchased.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

13

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

32

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

32

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

3

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

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

11

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student representation is ensured in IQAC and College Development Committee. Suggestions given by students are taken into consideration. Classwise representatives are selected at the beginning of the academic year, who ensures that overall discipline is maintained. They act as a link between their fellow classmates and faculty members. They play a very active role in organizing activities such as competitions and other sessions. They are instrumental in communicating demands and feedback of their fellow students. NSS Unit, Women Development Cell, DLLE, Student Development and Enrichment Cell, Cultural Committee organized various activities with the active participation of students. This representation of students in diverse bodies ensures their holistic development.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

84

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has a registered Alumni Association. The Alumni Association, Hamara KGM College Association is registered with corporate identity number U85500MH2023NPL400077. Alumni representation is ensured in academic bodies such as IQAC and CDC. They support college in organising webinars and conferences. They also represent University and education bodies in matters related to assessments and audits and provide valuable suggestions for overall development of the institution and quality maintenance. They are also invited by college as guest lecturers to share their expertise with the students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution's vision is "To groom our students into self-reliant individuals with strong innate human values, to sensitize them about the social responsibility with the participatory web of management and excellence in education with inclusive mindset and adaptable to the changing scenario". Mission of our institution is "To be an innovative institution that instills students with knowledge, values, inclusiveness and adaptability which provides opportunities for the youth to be leaders, entrepreneurs and above all good human beings" The governing body, the principal, administrative and academic departments strive to achieve the vision and mission of the institution through its tremendous efforts. Committees are formed, consisting of members from teaching staff, non-teaching staff, and students for overall management of the institution in matters like admission, time table, examination, cultural, research, student development and enrichment. Funds are provided by the management to enhance the infrastructure, library, laboratories, facilities like audio visual studio, gymkhana and to make the campus ecofriendly.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization techniques are adopted in the institution in the areas of academics, administration and extra curricular activities. A clear organogram exists which includes Management, Principal and Head of the Department, Chair-person of the committees, administrative staff and students. Various committees are constituted by the Principal and their roles and responsibilities are defined. The relevant stake holders of the institution play an important role in the democratic functioning of the institution discharging their duties and responsibilities. Various co-curricular and extra-curricular online activities like

webinars, cultural activities are conducted. Our support staff also provides support in maintenance of a clean campus, maintenance of infrastructure, discipline in the campus and various other matters. Any suggestions from stakeholders are given due consideration, keeping in mind its cost-effectiveness and outcomes and are implemented accordingly. The managing body followed by College Development Committee - IQAC - Vice Principal- Heads of Departments- Coordinators - Committee heads - faculty members - student council takes crucial decisions accordingly. Registrar with the team of non-teaching liaisons with the UGC, University of Mumbai, Department of Education, Govt. of Maharashtra and Brihanmumbai Municipal Corporation and carries on administrative aspects.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is prepared for a time period of two years in tune with our vision and mission. The areas in which strategic plan has been successfully deployed is that of teaching and learning and to make an eco-friendly campus. Teaching learning process is monitored regularly, assessment and evaluation process is carried out as per the guidelines of the affiliating University, continuous internal evaluation is being carried on, conduct of remedial and revision lectures are ensured and co-curricular and extra-curricular activities are organised. Eco-friendly and green campus is ensured with the installation of solar power plants, LED bulbs, by developing and maintaining landscaping using vertical gardening, by reducing the energy consumption, by initialising smart automation of electric equipments to increase energy efficiency and by installing e-vehicle charging point.

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

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

Different committees are constituted with the representation of teaching and non teaching staff. The academic and administrative functioning is handled by the CDC and IQAC with active involvement of Management and Principal. The procedures for making decisions are made at the appropriate levels of the organisational hierarchy. The committees and the departments perform their duties under the supervision of the Principal. The institution follows the service rules and procedures according to the government norms. The recruitment process is carried out according to the Government prescribed norms. The promotions of non teaching staff are done as per the seniority list. Promotions of teaching staff are as per Academic Performance Indicators (API) as laid down by University of Mumbai. The teaching and non-teaching staff have the benefits of Pension, Provident Fund, Gratuity, Medclaim, Leave Encashment and other benefits as applicable. The institution takes student feedback from the students and other stakeholders for improving quality of teaching learning and administrative activities. This feedback is analysed. Suggestion box is kept near administrative office. The grievance of staff and students are solved by the grievance redressal committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://kgmittalcollege.edu.in/organogram.php
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in

A. All of the above

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching staff are motivated to attend faculty development programmes organized by our institution and other institutions. Sessions are organised under the auspices of Faculty Study Circle to initiate discussions and deliberations among the faculty members on relevant current topics. Support facilities like cooperative credit society, payment of fees in installments for their wards were made available. Parking facilities, clean drinking water facilities, financial assistance in medical expenses, tie up with nearby doctors are provided. Full- fledged computer labs with Wi-Fi facility, audio-visual studio and desktop facility are also available. Leave benefits such as casual leave, half pay leave, duty leave and maternity leave are provided. Retirement benefits are provided as per the UGC/ University rules after superannuation. Uniforms and umbrellas are provided for support staff. The support staff attending outdoor departmental work is provided with shoulder bags, shoes and mobile phones.

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

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

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

03

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self-appraisal reports are obtained from teaching staff and confidential reports are prepared which helps in assessing their efficiency, to ensure that academic quality is being maintained. This appraisal is used for the Career Advancement of the teachers, which is required for their promotions as per the norms. It is done in a confidential manner and maintained by the Principal. Feedback is also obtained from the students on different aspects like punctuality, delivery of curriculum, communication skills. Performance Appraisal/ Confidential Report of the non-teaching staff members are prepared by the concerned staff and maintained by the Registrar of the college in a confidential manner. Comments from the Registrar and Principal are made on the report on grade basis as per the norms of Government of Maharashtra. Administrative Audit is conducted. Suggestion box is set up, where students can deliver their complaints/ suggestions. Genuine complaints are given due consideration and are documented. If the complaint is against any teaching and non teaching staff, the concerned staff is counselled by the Principal and an opportunity is given to improve. Email id and feedback links are posted in the institutional website.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Regular internal audits are conducted every year in frequent intervals. External audit is conducted on regular basis by the office of Joint Director of Higher Education, Senior Auditor and Accountant General.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Tuition Fees, UGC Grants, Grant-in Aid from government, funds received from the Management, funds received from conduct of public examinations ae the major sources of institutional funding. Tuition fees received from the students of professional courses are utilized for academic activities and also for unaided faculty and staff salaries. Grant in-aid from the Government is utilized for the salaries of aided faculties and staff. Fund from the management is utilized for the maintainence of infrastructure.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The aspect of teaching-learning has been strengthened for institutionalizing quality enhancement process. Academic Calendar of the institution is prepared in accordance with the academic calendar of University of Mumbai. Time table is prepared by the time table committee and lectures are held regularly as per the time table. Teaching learning evaluation process is regularly monitored. To improve the academic aspects of weak students, remedial lectures are conducted on regular basis. Collaborations are made with other institutions of eminence to conduct academic programs. Students are also encouraged to present and publish papers under the mentoring of faculties. Interactive sessions/ seminars/ conferences/ webinars are organized.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Academic Calendar is prepared at the onset of academic year which is communicated to the stake holders through college website. Course wise teaching learning plans are prepared by the teaching faculty members. Time table is prepared. Curricular, co-curricular and extra-curricular activities are organized for the benefit of the students which are monitored regularly by IQAC. IQAC encourages the participation of teachers in faculty development programs like orientation course, refresher course and short term course. ICT enabled tools are encouraged to be used by the teaching faculty by the IQAC. Skill development

courses are offered to the students to nourish their skills, supplementing their academic acumen. Industry-academia linkages are set up for the benefit of the students.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- 1. Guest Lecture on Gender Sensitization Workshop by Mrs Daivata Patil on 04th July 2023**
- 2. Awareness Activities**

Poster making

Objective is to create awareness on Gender Sensitization, Women's rights and Women Empowerment in the college premises,

Topics (Select Any One)

- Save Girl Child with Slogans
- Gender Equality with Slogans
- Women Empowerment
- POSH ACT
- VISHAKA GUIDELINES

Language: Hindi, English or Marathi

Displayed for Exhibition on 4th & 5th December 23

3. Paragraph Writing Programme: Awareness on POSH Act 2013 & POSCO Act 2012 on 01st March 2024

Students spread awareness on POSCO Act 2012 through paragraph writing and presentation in their respective classes.

4. On the occasion of International Women's Day - 2024, Women's Development Cell (WDC) and IQAC of Smt K G Mittal College of Arts and Commerce had organized a national webinar on 13th March 2024 on "Women Empowerment and Nation Building" to celebrate the theme of International Women's Day 2024 : Invest In Women: Accelerate Progress, Campaign theme: "Inspire Inclusion".

The purpose of the webinar: "Inspire People and Understand the Value of Including Women".

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

B. Any 3 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste generated in the college canteen is composted and utilized as manure for the plants in the premises. Other solid wastes are collected by the concerned Department of the Municipal Corporation on regular basis. Newspapers, wooden pieces from broken furniture, metals, glass pieces and plastic waste are recycled through vendors in the nearby market. Sanitary pad vending and dispensing machine is also installed in the girls' common room. Paper shredder is used to dispose off paper waste. Canteen generated liquid waste is channelized to the plants for the purpose of watering. Majority of the lavatories in our institution are squatting type to reduce liquid waste. The remaining liquid waste is connected to Bombay Municipal Corporation's sewage facility. Electronic gadgets are optimally used and properly maintained to reduce the generation of e-waste and to increase the shelf life of such equipments. It is ensured that e-waste is properly disposed by giving it for recycling to certified vendors. E-waste bin is kept in the college premises to collect e-wastes such as monitors, keyboards, mouse, CD's, Hard disks, SMPS.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following <ol style="list-style-type: none"> 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

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

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

All students are given equal opportunity to participate in curricular and extra curricular activities. Students belong to various faiths, though ours is a minority institution. Competitions are conducted, open for all, and without any gender/ language barriers so that students can comfortably share their

thoughts genuinely. Human values are promoted among the students through programmes like sessions and webinars, thus supplementing the related topics, covered in the curricular aspects of Foundation Course of undergraduate programme. All students equally take the benefit of mentoring provided by the institution. The concept of peer mentoring is also encouraged among the students to improve the academic results and to reduce absenteeism. Stakeholders maintain a harmonious relationship which ensures a peaceful ambience in the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

National days like Independence Day and Republic Day is celebrated in our college in its full pride and vigour. Flag hoisting is done along with programs like patriotic speech, songs, skits, dance are also organised to celebrate these days. Various Committees of our institution like NSS, DLLE, Student Development and Enrichment Cell regularly conducts various activities and sessions to instill awareness of the obligations under Constitution of India, supplementing the curriculum of the Foundation Course in the undergraduate program.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence

A. All of the above

to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

National and international commemorative days and events and festivals are celebrated on a very grand scale and traditionally. Independence Day and Republic Day is celebrated with flag hoisting and other programs. On the occasion of Gandhi Jayanthi and other national days, our students engage in cleanliness drive. Days like Guru Purnima and Teachers Day are celebrated with various programmes and competitions, organised by departments and committees. Activities like card making competition, essay writing competition were organized. The college celebrated Guru Purnima and Teachers Day by sensitizing the students regarding the importance and role of teachers in life, imbibing values to make them responsible citizens. 21st June was celebrated by organising Yoga session for staff and students in co-ordination with renowned Yoga institutes. 8th March was celebrated as International Women's Day by organising various programs.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Title: Cultivating Entrepreneurship Skills
Objectives: i) To provide support to the students to enhance their entrepreneurship skills; ii) To enable them to create their own start-ups

Context: To help the students to nourish their skills in showcasing their projects, marketting thus promoting self-employability
Practice: Set up of Incubation Centre, Contest on Innovation Projects Ideas, Discussions with members of Indian Chamber of Commerce, MSME Board members and other eminent industrialists
Evidence of Success: Students showcasing their more than ten elaborate project ideas in the inter collegiate contest held in our college and also in competitions such as Avishkar, an intercollegiate project competition by University of Mumbai

Problems encountered and resources required: Space constraint, Lack of professional guidance, Financial problems

Best Practice 2: Title: Reaching out to the Society
Objectives: Institution focuses on fulfilling institutional social responsibility through various activities for the benefit of the society.
Context: Located in the midst of socially and economically underprivileged community, the institution takes every opportunity to undertake activities for mutual benefit.
Practice: The institution always takes keen interest to upgrade the community through various activities organised by different committees such as NSS, WDC, DLLE.

Evidence of Success: Increased awareness among the students on socially relevant issues, Enhanced participation of students in

Various activities.

Problems encountered and resources required: Majority of students are doing jobs, which limits their participation in activities.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Programs are conducted to enhance the industry readiness of the students, considering the background of the students. Institution has tie-ups with various organisations and conducts value added courses and skill development courses on diverse topics. Students are provided placement on the successful completion of the course. Collaborations are done and MOUs are entered into with institutions which are functional, and under which various programmes are conducted for mutual benefit. Regarding academics, students are trained for examinations through regular and remedial lectures. Class tests, assignments and project submissions are conducted on regular basis. Various webinars, conferences, workshops, guest lectures are conducted for the benefit of stakeholders. Mentorship helps students to come out of their personal and academic problems, sharing it with their respective mentors. Extra- curricular activities such as various competitions and other cultural events are conducted to nourish the talents of students. Extension programs are organized under the auspices of committees for the benefit of the nearby community. The institution has adopted a village where residential camp is held. These activities ensure the holistic development of the students, and serves as the main motive for the students to seek admission in our institution. The dedicated and committed efforts of the entire staff of institution have made our institution distinct in its own way.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To conduct more academic sessions including seminars, workshops, conferences for the benefit of diverse stakeholders

To hold more value based courses for the students

To increase the participation of faculty and students in various research activities, thereby boosting the research culture

o enrich and enhance the library resources

To motivate students to be self-employed and to enhance their entrepreneurship skills with the aid of our Incubation Cell

To inspire our students to take up more community oriented extension activities for the benefit of the community, thus fulfilling ISR of the institution

To organise more extra-curricular activities like sports and cultural competitions and to increase participation in competitions in different levels

To link with more educational institutions/ corporate houses for the benefit of our students