



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SES L. S. RAHEJA COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution	Dr. Debajit Sarkar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02226609320
Mobile no.	9820134065
Registered Email	principal@lsraheja.org
Alternate Email	anupama.nerurkar.@lsraheja.org
Address	Relief Road, Santacruz (West), Mumbai - 400054
City/Town	Mumbai Suburban
State/UT	Maharashtra
Pincode	400054

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Anupama Nerurkar			
Phone no/Alternate Phone no.		02226609320			
Mobile no.		9819059927			
Registered Email		degree.office@lsraheja.org			
Alternate Email		iqac@lsraheja.org			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.lsraheja.org			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.lsraheja.org/page/content/5/173			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	88.15	2004	08-Jan-2004	07-Jan-2009
2	A	3.12	2011	16-Sep-2011	15-Sep-2016
6. Date of Establishment of IQAC			24-Apr-2004		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Regular meetings of IQAC	29-Jan-2019 1	14
Timely submission of AQAR to NAAC	26-Dec-2018 1	5
Feedback from Students	12-Feb-2019 1	200
Feedback from Parents	19-Mar-2019 1	45
National Conference	30-Mar-2019 1	80
Academic Audit	02-Apr-2019 2	50
Research Center	08-Sep-2018 1	8
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
SES'S L. S. RAHEJA COLLEGE OF ARTS AND COMMERCE / DEPT. OF COMMERCE	National Conference	ICSSR	2019 1	35000
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

English Speaking Course by Teach India (Times of India) Self Defense Workshop in collaboration with ICC Certificate course in basic listening skill with Department of Psychology. An interdisciplinary ICCSR funded national conference Academic Audit

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

Plan of Action	Achivements/Outcomes
1. National conferences	1 National conference was organised by Department by Commerce
2. Guest lectures and lecture series	3 Guest lectures and one lecture series
3.Workshops	Three workshops
3. Certificate/diploma, value added courses to be conducted	2 Certificate courses were conducted.
4. Faculty development programmes	2 faculty development programmes were done.
5. Departmental publications	11 departments released 59 publications
6. Release of College research publication.	Released "Searchlight" issue
7.To conduct Academic Audit	An Academic audit was conducted

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	29-Jan-2019

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

20-Dec-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Procampuz is an Enterprise Resource Planning (ERP) was introduced in the College from the academic year 2017-18. It enables online admission, payment of fees, and examination form and hall ticket generation. Attendance module is also executed through same software. The college provides information and flowchart regarding the usage of the said software. This software has helped teachers, non-teaching staff and students to complete admission and examination work smoothly. The students are orientated regarding the ERP in the beginning of the year. The student has to visit the website, open the link and register to create an account. They have to fill the personal details like photographs, signatures, details pertaining to educational qualification etc. They have to select the category and then make online payment. The printed copy of application form/ examination form is submitted on counter and merit list/ hall ticket is generated as per university rules. The ERP is also used for student MIS like issue of bonafide certificate, railway concession, Identity card, NOC etc. Administrative office also uses ERP for accounting and generating various reports.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College is permanently affiliated to the University of Mumbai. All Programmes introduced under Aided and Unaided sections and the Courses offered therein are as approved by the University of Mumbai. The curriculum is designed by the respective Board of Studies of the University of Mumbai. In addition to the University approved Programmes and Courses, The college has introduced some Certificate/Diploma / Value Added courses such as FPA etc. The college has a well-planned delivery of curriculum for all programmes and courses introduced so that the students are enabled to achieve their learning goals. Learning support is given by teachers to learners from vernacular medium through teaching in Hindi and Marathi other than English. The learners are encouraged to attend lectures/tutorials/practicals as per the design of the curriculum. The College follows attendance guidelines of the University as per Ordinance 6045. Attendance of the learners is taken in all lectures/tutorials/practicals. Learners whose attendance is less than the minimum required are informed through SMS / emails / letters. The parents of defaulting students are required to meet the class mentors. An Undertaking is obtained from both parents/guardians and their wards. Teachers guide the students beyond class

room teaching. This happens through extra guidance lectures which are sometimes on a one to one basis. Teaching methods include case studies, problem solving, PPTs, multimedia, short quiz, and class tests. Teachers conduct monthly tests after completion of each unit / module given in the syllabus. Teachers attend syllabus revision workshops organised by the respective Board of Studies in the Faculty. Further, the respective Departments organise lecture series in courses where a syllabus revision has taken place for the benefit of students. Apart from this, there are lectures by subject experts to share their views on current and contemporary issues. The Experts in various subjects share their ideas with the staff and students. We have a system of class / division mentors to monitor student performance in academic & attendance, discipline and help students in scholarships, book bank scheme etc. In addition, students participate in intra college and inter collegiate academic festivals which help them to test their knowledge, better their skills and improve their horizons. They also experience competitive spirit and value it. Industrial visits /study tours are organised for students from aided and unaided courses. This helps students get exposure beyond classroom & textbook learning. Students are required to submit a Report on the industrial Visit/ Study Tours attended by them. There is documentation of attendance, lecture plans, academic plans, weekly records of lectures taken, notes for private circulation, glossary, syllabus copies, past university question papers, model answers etc. The students have access to resources through library and material regularly posted on the college websites. Students' interaction with the curriculum happens through tests conducted by subject teachers in respective classes, internal examinations and external examinations conducted by the university. The performance of the students in various programmes and Result Analysis in various courses at the Department level is carried out.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
English Speaking Course for Employability	NA	01/07/2019	1.July – September 2018 2.January –March 2019	YES	YES
ATS MS Certificate	NA	01/12/2018	3	YES	YES
FPA Online Skill Development Certificate course	FPA – Online Skill Development Diploma Course	09/06/2018	180	YES	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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BA	BA	09/06/2018
BCom	BCOM	09/06/2018

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

	Certificate	Diploma Course
Number of Students	66	10

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

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

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>The students give their feedback on various parameters of Teaching and Infrastructure related to learning. Students rate the concerned faculty on teaching methodology, responsiveness of student queries, adequate coverage of course content, regularity and punctuality, effectiveness in delivery of lectures, class control, availability of the teacher after lectures, use of ICT and contribution of the teacher as the role model for the student. The feedback is collected and analysed. The teachers adapt to the feedback and take measures to improve. The Alumni are appreciative of excellent teaching, good interaction between staff and students, library facilities and over all discipline in the college. The made suggestions for further improving participation of students in cocurricular activities, focus on Placement, improving infrastructural facilities, canteen facilities, washroom hygiene, , IVs and practical projects, more coordination between aided and unaided students, gymkhana facilities like sports ground, and more cooperation from office staff. Selected students are nominated as Members of the IQAC and Internal Complaints Committee (ICC). The views of student members are considered regarding ambience in the college, facilities in the college, teaching staff, non - teaching staff, library, gymkhana, extra curricular activities, infrastructure, IT Lab and canteen. Further, feedback is obtained about activities conducted by the college like Annual Day, Sports Meet, Inter College Activities, Intra Collegiate Activities, Field Visits and Guest Lectures.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BMM	180	448	165
BCom	BCOM, BAF, BBI, BFM	540	1247	476
BMS	MARKETING & FINANCE	120	491	123
BSc	BSc.IT	60	99	46
MCom	Accountancy, Management, Banking & Finance	200	115	115

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2352	196	40	0	4

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	30	4	19	0	6

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

Yes, Students mentoring system is available in the institution. Each class is allotted a teacher mentor. Class mentor is associated with overall development of the students of the respective class including attendance, administrative problems, participation of the students in cocurricular and extracurricular activities and to solve the problems of the individual students. They are also responsible for identifying high, low and moderate achievers. After identifying their achieving level, the mentor takes the responsibility of guiding them and supporting them in the required area. Class mentors interact periodically with Parents to inform them of the students academic progress and attendance. Students who require additional support in personal and emotional areas are also catered by mentors. Hence, the overall growth and the performance of students is taken care of by mentors. Following is the list of class mentors of 20182019. CLASS NAME OF MENTOR FYBA Dr.Preeti Vaswani SYBA Mrs. Samya Shinde TYBA – Economics Dr. K. Venkateswarlu TYBA – Psychology Dr. Chitra Munshi TYBA – Sociology Dr. Nandita Saldanha TYBA – History Ms. Pooja Yadav FYB.Com A Dr. Neelam Yadav FYB.Com B Dr. Akshata Kulkarni FYB.Com C CA Hrishikesh Wandrekar SYB.Com A Dr. Gordhan Devnani SYB.Com B Mrs.Laila Patel SYB.Com C Mr.Rahul Dandekar TYB.Com A CA Mahesh Sathe TYB.Com A Mrs. Seema Ukidve BAF Ms. Vaishali Pandya Mr. Upmanyu Yajnik BMM Ms. Kavita Makhija BFM Ms. Divya Kanchan Mr. Mehul Barai BBI Mrs. Dhara Vora Mrs. Jyoti Sarkar BSC IT Mrs. Prajakta Joshi BMS Mrs. Suvarna Raikar Heta Parekh,

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2548	40	1 : 64

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
43	28	8	0	12

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	22204204	IV	04/05/2019	01/06/2019
BSc	42203203	III	31/10/2018	04/12/2018
BSc	42204203	IV	02/05/2019	01/06/2019
BMS	82203201	III	03/11/2018	04/12/2018
BMS	82204201	IV	04/05/2019	04/06/2019
BCom	22203203	III	02/11/2018	01/12/2018
BCom	22204203	IV	04/05/2019	03/06/2019
BA	12203210	III	01/11/2018	04/12/2018
BA	12204210	IV	06/05/2019	01/06/2019
MCom	21103202	III	10/01/2019	15/04/2019
MCom	21104202	IV	06/06/2019	13/08/2019
MCom	21103201	III	10/01/2019	15/04/2019
MCom	21104201	IV	06/06/2019	13/08/2019
MCom	21103203	III	10/01/2019	15/04/2019
MCom	21104203	IV	06/06/2019	13/08/2019
BCom	22305201	V	03/11/2018	29/01/2019
BCom	22306201	VI	11/04/2019	25/05/2019
BA	12305201	V	20/11/2018	21/02/2019

BA	12306201	VI	27/04/2019	15/06/2019
BCom	22305202	V	28/11/2018	26/03/2019
BCom	22306202	VI	05/05/2019	27/06/2019
BCom	22305204	V	28/11/2018	29/03/2019
BCom	22306204	VI	09/05/2019	17/06/2019
BSc	42305203	V	28/11/2018	05/03/2019
BSc	42306203	VI	11/05/2019	24/06/2019
BMS	82305201	V	30/11/2018	18/03/2019
BMS	82306201	VI	07/05/2019	19/06/2019
BCom	22305203	V	29/11/2018	06/03/2019
BCom	22306203	VI	09/05/2019	26/06/2019
BA	12305210	V	19/11/2018	13/03/2019
BA	12306210	VI	03/05/2019	06/07/2019
BCom	22101201	I	07/12/2018	05/01/2019
BCom	22102201	II	03/05/2019	12/06/2019
BA	12101201	I	05/12/2018	03/01/2019
BA	12102201	II	13/05/2019	12/06/2019
BCom	22101202	I	10/12/2018	10/01/2019
BCom	22102202	II	12/04/2019	08/05/2019
BCom	22101204	I	10/12/2018	09/01/2019
BCom	22102204	II	12/04/2019	07/05/2019
BSc	42101203	I	05/12/2018	08/01/2019
BSc	42102203	II	10/04/2019	06/05/2019
BMS	82101201	I	10/12/2018	10/01/2019
BMS	82102201	II	12/04/2019	11/05/2019
BCom	22101203	I	10/12/2018	08/01/2019
BCom	22102203	II	12/04/2019	09/05/2019
BA	12101210	I	07/12/2018	08/01/2019
BA	12102210	II	11/04/2019	06/05/2019
MCom	21101202	I	07/01/2019	12/04/2019
MCom	21102202	II	03/06/2019	01/08/2019
MCom	21101201	I	07/01/2019	12/04/2019
MCom	21102201	II	03/06/2019	01/08/2019
MCom	21101203	I	07/01/2019	12/04/2019
MCom	21102203	II	03/11/2018	01/08/2019
BCom	22203201	III	22/11/2018	20/12/2018
BCom	22204201	IV	03/05/2019	01/06/2019
BA	12203201	III	12/11/2018	11/12/2018
BA	12204201	IV	04/05/2019	03/06/2019
BCom	22203202	III	03/11/2018	04/12/2018

BCom	22204202	IV	04/05/2019	03/06/2019
BCom	22203204	III	02/11/2018	01/12/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) has been implemented and monitored by the institute. To develop the evaluation process, CIE has undergone many reforms, so as to improve the performance of students in academics. Faculty members are suggested to take the necessary action as per the performance of students. The implementation of CIE system at the institute level is incorporated to make sure of the following: 1. To graph student's progress. 2. To evaluate the educational outcome of students. 3. To give timely feedback to the students. 4. To take corrective measures based on performance. In day to day teaching a lot of scope is given for integrating theory and practice. This in a way bridges the gap between academia and industry. CIE includes following: 1. Unit tests are conducted prior to semester examinations. 2. Topic wise question banks are provided for subjects by faculties to students. 3. Students are encouraged to write previous years University Examination question papers. 4. Preliminary examinations are conducted prior to University examinations for TYBA students. 5. The institute regularly conducts group discussions, seminars and guest lectures. 6. The orientation programmes at the beginning of the semester through public address system of the college. 7. Academic calendar with tentative dates of examination is displayed 8. Result analysis is done by the faculties for their respective courses. 9. Buddy learning is instituted at class level

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

The academic calendar is prepared for undergraduate courses before commencement of every semester and consists of term dates, plans of department, tentative schedule of internal and semester end examinations, schedules of seminar, project work, last instructional day, etc. As far as Semester examinations are concerned, , examinations for all years is as per University of Mumbai. The time tables are available on University website. Internal examinations are compulsory for unaided section, and for the subject of Foundation course in aided section. The time table for the same is decided and displayed by examination committee along with Head of the departments. They are displayed on the college notice board and uploaded on the college website. Work load is allocated to each faculty member well in advance so that they could make their teaching plans. Teaching plan includes number of lectures, content of syllabus to be covered, methods of delivery etc. Every Head of the department in the institute monitors the quality of the teachinglearning activities. Cocurricular activities include group discussions, guest lectures, industrial and educational visits, exhibitions by students, essay and elocution competitions, PPT presentations, projects etc. All Head of the Departments ensure that academic calendar is adhered to by faculty members.

2.6 – Student Performance and Learning Outcomes

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

<http://www.lsracheja.org>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
22306201	BCom	TYBCOM	165	118	71.52
12306201	BA	TYBA ECO, SOC, COM, PSY, HIS, STAT	65	36	55.38
22306202	BCom	TYBAF	65	51	78.46
22306204	BCom	TYBFM	54	40	74.7
42304203	BSc	TYBSCIT	52	38	73.08
82306201	BMS	TYBMS	118	106	89.83
22306203	BCom	TYBBI	73	43	58.90
12306210	BA	TYBMM	55	37	67.27
21104202	MCom	BUSINESS MANAGEMENT	26	15	57.69
21104201	MCom	ACCOUNTANCY	50	31	62
22104203	MCom	BANKING & FINANCE	35	25	71.43

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2.7 – Student Satisfaction Survey

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

<http://www.lsracheja.org>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Industry sponsored Projects	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
International Projects	0	NIL	0	0

Any Other (Specify)	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Digital Marketing by ITM	BMS	24/08/2018
Seminar on Career Guidance by ITM	BMS	22/09/2018
Seminar on Selfdevelopment by NIIT	BMS	17/01/2019
Seminar on Personality Development by Sumeet Parekh Personality Development Centre	BMS	26/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Maths, stats and computers	2	7.36
National	Economics	1	7.36
National	Maths, Stats, Computer	2	5.5
National	Commerce	2	0

National	Commerce	2	7.36
National	Maths, Statistics and Computers	2	7.36
National	English	1	7.36
National	Economics	2	5.65
National	Sociology	1	6.2
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Business Law (NATIONAL)	1
Environmental Studies (NATIONAL)	3
Economics (NATIONAL)	2
Maths, Stats, Computer (INTERNATIONAL)	4
Commerce (NATIONAL)	5
BSCIT (NATIONAL)	3
BMS (NATIONAL)	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	14	1	22
Presented papers	2	4	0	0
Resource persons	1	1	0	4
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Joy of giving	DLLE unit of L.S. Raheja with SAB KI RASOI A BIREWAR TRUST INITIATIVE	1	307
International Yoga Day	ISHA FOUNDATION WITH NSS UNIT	3	80
Rashtriya Ekta Divas (run for unity)	GOVT OF MAHARASHTRA	3	180
A blood donation and thalassaemia Test	KEM HOSPITAL BLOOD BANK WITH NSS UNIT	4	140
NGO Mela (Social Orbit)	10 NGOs with NSS UNIT	3	125
Voters Id Card registration help desk	ELECTION OFFICE BANDRA VIDHAN SABHA WITH NSS UNIT	2	220
AntiPlastic Campaign	NSS UNIT	2	85
Collection of Cloths, Groceries, Medicines etc.	GOONJ FOUNDATION WITH NSS UNIT	3	80
Universal Brotherhood Celebration	BRAHMAKUMARIS with NSS Unit	2	80
Van Mahotsav (Tree Plantation Week)	NSS UNIT	3	75
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Road Safety Awareness	Helping Mumbai Traffic Police	Mumbai Traffic Police	150
Rural Emmersion	For working in Rural Area	Gram panchayat, Sakwar, Palghar	50
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Helping Kerala	Contributing 9	Goonj	28	80

Flood Victims	Boxes Of Clothes And Sanitary Napkins, Medicines Etc.	Foundation		
EVM And VVPAT Awareness	Voters's Awareness Forum	Election Commission Of India	20	220
Road Safety Week	Creating Awareness About Road Safety	Mumbai Traffic Police	20	150
Swachh Bharat Summer Intership	Department Of Drinking Water And Sanitation, Ministry Of Jal Shakti	Swachh Bharat Summer Internship - 100 Hours Of Swachhata	20	30
Red Ribbon Club	Mumbai District Aids Control Society (MDACS)	Aids Awareness Week	25	40
Yuvak Yuvati mela	Maharashtra State Commission of Women and Akshara Centre	Yuvak Yuvati Mela	25	500
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	MT Educare	20/11/2018	16/07/2019	Mr. Siddhesh Nanal Darshi tabharakhada
Internship	Internship	CL Educare	02/05/2019	09/06/2019	Ms. Sangeeta Rajesh Kadam, Ms. R ukaiyaMadras wala KrishaT hakker,
Internship	Internship	Times of India	06/05/2019	09/06/2019	Akshatasawan t Mohammad Afaan

					Chowdhary
Internship	Internship	IIFL	16/05/2019	16/08/2019	Mr .Siddhesh Sapal
Internship	Internship	MSWIPE	18/05/2019	13/06/2019	Dilshad Mohdas
Volunteering	NA	Parkinson's disease and movement disorder society	01/08/2018	31/01/2019	10 students
Internship	Internship	Wandrekar and Co.	01/01/2018	31/12/2019	Amrutpal Singh
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Financial Planning Academy	15/12/2018	Add on course - Online skill development programme	5
IIDE	09/06/2018	Add on course in "Social Media Marketing"	21
AIFMB	09/06/2018	Entrepreneurship Development	122
IIDE	09/06/2018	Digital Media Marketing	21
Akshara Centre (MOU with Sociology Department).	01/08/2018	Gender consciousness through social activities. Orientation Programme, and YuvakYuvati Mela	122
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2368000	2034326

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SLIM	Fully	2.1	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18451	2114693	1872	253100	20323	2367793
Reference Books	38969	13298980	882	610557	39851	13909537
e-Books	313500	5000	15	15151	313515	20151
Journals	61	89411	58	75278	119	164689
e-Journals	6000	0	0	0	6000	0
Digital Database	0	0	0	0	0	0
CD & Video	1187	58911	41	0	1228	58911
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	49	0	0	0	49	0
View File						

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	104	61	1	11	2	16	8	2	6
Added	15	0	1	0	0	0	0	20	0
Total	119	61	2	11	2	16	8	22	6

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
405500	581132	465670	996887

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

The infrastructure of L.S. Raheja College can be broadly bifurcated into the following categories: 1. General Infrastructure 2. Library Infrastructure 3. IT Infrastructure 4. Gymkhana Sports Infrastructure The college has defined procedures for the procurement, maintenance and verification of fixed assets and other allied infrastructure. These procedures are designed to monitor the infrastructure requirements, allocate the funding for the same and monitor the end use of the infrastructure. These procedures are designed in consonance with the internal control systems on the college and also to comply with various statutory requirements, financial or otherwise. The broad procedures relating to the infrastructure of the college are enumerated below: 1. Assessment of infrastructure requirements - The college Governing Body, in consultation with the College Development Committee, conducts an assessment of the infrastructure requirements on a periodic basis. 2. Budgeting for infrastructure - A detailed annual budget of the college is prepared at the beginning of the academic year. This budget is based upon the individual budgets submitted by various college departments and associations. The master budget so prepared is then presented in the College Development Committee (CDC) meeting for its approval. The recommendations of the CDC are then incorporated and the final budget is approved for that academic year. 3. Procurement - The college has a Purchase Committee. Purchase or addition of new infrastructure has to be approved in the budget. The college then invites quotations for the purchase. These quotations are examined and a price competitive quotation is selected keeping in mind the quality of the products, the price and other terms of purchase. Once a vendor has been approved, negotiations are held to finalise the terms of the purchase. Thereafter, the college raises a Purchase Order (PO) in favour of the vendor

detailing the various terms of purchase. The product, once delivered is checked for conformity with the required quality and quantity. The invoice for the same is approved after ensuring that the same is as per the terms specified in the PO. 4. Maintenance - The College has Annual Maintenance Contracts (AMC) with various vendors to ensure that the infrastructure is maintained in sound working condition. The college also ensures that necessary repairs of general infrastructure and servicing of various equipment and is carried out as required from time to time. Periodic audit of IT Infrastructure is also carried out. 5. Library - The College Library has a Library Advisory Committee. This committee defines the major policies of the Library. All major decisions of the Library are discussed and approved by this committee. The library assesses the needs of the students through student surveys and recommendations. 6. Sports infrastructure - The college has a Gymkhana Committee, which overlooks the functioning and major decisions of the Gymkhana. The Gymkhana Committee identifies the indoor and outdoor sports that can be made available for participation by the students. Sports are identified considering both competitive participation and recreation. Appropriate budgeting for the sports infrastructure is then made to ensure optimum sports facilities to the students.

<http://www.lsracheja.org>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	Central sector Scholarship, Minority Scholarship, Rajarshi Chhatrapati Shahu Maharaj Scholatrship, ST Scholarship, SC Freeship, SC Scholarship, OBC Freeships, OBC Scholarships, SBC freeships, VJNT Freeships, VJNT Scholarships	72	251850
b) International	NA	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
English speaking	06/08/2018	29	Teach India
English speaking	21/01/2019	38	Teach India

Career opportunities	18/12/2018	57	Deviprasad Goenka Institute of Mass communication
Entrepreneurship skills	19/03/2019	53	CATKing Educare workshop
Advertising Journalism Career Opportunities	20/04/2019	31	Ms. Renu Nauriyal Ms. Richa Kamat

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Student Enrichment Scheme	0	211	0	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
CL Educate, MT Educare, Robokid, HT Media, Tech Mahindra, Times of India	238	8	Larsen Toubro Infotech Ltd, Kotak Life, IFL Securities ltd, TCS, Motilal Oswal, Endurance, Mswipe, Andromeda, SMC	102	35

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

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2019	3	BSCIT	IT	Valia CL College	MSCIT
2019	1	BFM	Financial Market	NMIMS	MCOM
2019	1	BMS	Management Studies	Sasmira Institute of Management Studies	MMS
2019	1	BMS	Management Studies	IBS	PGPM
2019	1	BMM	Mass Media	NMIMS	PGDBM-MM
2019	8	BCOM	COMM	Raheja College of Arts and Commerce	MCOM Accountancy
2019	1	BAF	Accounts and Finance	Raheja College of Arts and Commerce	MCOM - Accountancy
2019	2	BBI	Banking and Insurance	Raheja College of Arts and Commerce	MCOM Accountancy
2019	1	BMS	Management Studies	Raheja College of Arts and Commerce	MCOM Accountancy
2019	6	BMS	Management Studies	Raheja College of Arts and Commerce	MCOM-Business Management
2019	6	BCOM	COMM	Raheja College of Arts and Commerce	MCOM-Business Management
2019	1	BFM	Financial Market	Raheja College of Arts and Commerce	MCOM-Business Management
2019	1	BFM	Financial Market	Raheja College of Arts and Commerce	MCOM-Banking and Finance
2019	3	BAF	Accounts and Finance	Raheja College of Arts and Commerce	MCOM-Banking and Finance
2019	2	BBI	Banking and Insurance	Raheja College of	MCOM-Banking and

				Arts and Commerce	Finance
2019	3	BMS	Management Studies	Raheja College of Arts and Commerce	MCOM-Banking and Finance
2019	1	BFM	Financial Market	[IDOL]	MCOM
2019	4	BAF	Accounts and Finance	[IDOL]	MCOM
2019	3	BMS	Management Studies	[IDOL]	MCOM
2019	2	BBI	Banking and Insurance	[IDOL]	MCOM
2019	4	BCOM	COMM	Raheja College of Arts and Commerce	MCOM-Banking and Finance
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0
No file uploaded.	

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

Activity	Level	Number of Participants
Football	University	20
Kabaddi	Inter collegiate	12
Badminton	University	14
Tennis	University	2
Tennis	International	1
Table Tennis	University	6
Table Tennis	National	1
Softball	Inter collegiate	16

Athletics	University	19
Carrom	University	6
Volleyball	Inter collegiate	12
Unmesh	Inter collegiate level	472
Retake	Inter collegiate	500
Parallax	Inter collegiate	1500
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Best player	National	1	0	6030	Dakshata Girishkumar Patel
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

For the want of circular from the university an adhoc Students' Council was formed. The council was constituted as per the guidelines of the university and had representatives from all programmes. The Council takes charge of the Cocurricular activities of the college. It organizes major intracollegiate activities such as Meri awaz suno, Friendship's day, Raheja week, Fresher's party, Farewell, Green day, Annual Day, etc. As the college is a Gujarati speaking linguistic minority institute, the Council also celebrates the ethnic culture of the majority students and organizes Garba night. The Council members have actively been organizing Gurupurnima programme and Teacher's Day in the honour of College teachers. Cultural day and Secret Santa a few of the activities that Council members organize to rejoice the spirit of active teachinglearning associations. Student council members also help in managing and actively participating in Raheja College's intercollegiate festivals like Unmesh, Retake and Parallax, under the guidance of the teachers. During these festivals students are encouraged to take part in various academic programmes that increases their intellectual prowess by providing them an opportunity to learn through live projects, seminars, workshops, that aides in their interaction with industry professionals. The overall personality of students is enhanced through their participation in various cultural programs, including music, dancing, drama, poster making, art and craft, etc. The Council has also organized activities like essay writing, singing, general knowledge quiz, antakshari, poster making, traditional food competition, traditional dress competition, mehendi, rangoli, thali decoration, etc. that impart them a creative boost while keeping them close to their traditional values and inculcates a sense of competition. From time to time, Council members interact with other students of the College to help in realizing their issues and try to come to an amicable solution to their problems. Student representatives are part of the following committees: 1. Internal Complaints committee - To resolve the issues regarding sexual harrassment and maintain a peaceful and healthy environment in the college premises. 2. Canteen Committee - To provide timely feedback regarding canteen food, hygiene, cleanliness, etc. This helps the college authorities to keep a check on the canteen management and ensure

healthy atmosphere and food be provided to the students in the college. 3. Gymkhana committee - to inculcate the spirit of sportsmanship and maintain a climate of healthy living, students from gymkhana committee have helped in arranging and organizing workshops and sessions that has been beneficial for the attendees. 4. Annual college magazine committee - Students' contribution in the magazine has facilitated the college in making the magazine more creative and attractive. Students also get a boost to contribute their original work in the magazine. 5. Library Advisory committee students actively participate in giving suggestions for book bank. They also give feedback to authorities regarding books required and needed. They also give suggestions to inculcate reading habits in the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Shrunkhala Alumni Association was formed on 6th May 2006. Every year minimum two meetings a year are organized by the association.

5.4.2 – No. of enrolled Alumni:

1138

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

4 Four meetings were conducted this year and alumni aided in organizing various activities during the course of the year. Students have actively participated in organizing various activities of Marathi Vangmay Mandal, Garba night and other cultural events of the College.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

In accordance with the policy of decentralization different committees are set up at the beginning of each academic year. The entire calendar of curricular, cocurricular and extracurricular activities is planned in advance. Committees like IQAC, Examination, Academic, Canteen, Cocurricular, Internal Complaints, Staff Academy meet on a regular basis and help with the formulation and implementation of strategic plans for the institution. Each committee consists of senior and experienced teaching staff. Wherever needed, the committees also have one member from nonteaching staff and student representatives. All the committees work under the supervision of the Principal. The committees submit a report of all the activities at the end of each year. The College Development Committee continues to discuss various issues regarding college development. The Internal Complaints Committee was formed with students' representatives, teachers and an external advocate to deal with internal complaints. The complaints are resolved by the Principal and the Internal Complaints Committee. All the departments work under the guidance of the concerned Head of the Department. All the important issues are discussed and decisions are taken collectively. The responsibilities are defined and communicated through face to face meetings with the staff members of the college as well as by notifications. In order to decentralize the management hierarchy, the Chief Administrative Office has been appointed to work as a liaison between the college and the management. VicePrincipal has been appointed to work as a

liaison between the staff and the Principal. 1. The canteen committee was formed in 2018 - 19 in order to improve the quality of food and canteen experience for the students. This committee has members from the Teaching staff, Nonteaching staff, and student representatives. 1. It regularly keeps a check on the food items on the menu and their prices so that the students can eat healthy food at affordable rates. 2. The committee members visit the canteen in rotation in order to keep a check on the factors of - hygiene, daily menu changes, quality of the ingredients used and staff hygiene conditions. 3. These visits are noted by the members in a register. Any issues are reported to the Principal and the Canteen head. 2. The IQAC committee is another committee which consists of members from teaching and nonteaching staff and students.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum for all the courses is developed by the Board of Studies as per University guidelines. The college encourages the teachers to participate in Revised as well as New syllabus workshops. Introduction of various add on courses like Financial Planning, English Speaking course act as supplements to the existing courses. The Financial Planning course which was introduced in 1718 is an add on certificate course which runs for 6 months. In the first year (17 - 18) 40 students and in the year 18 - 19, 30 students were enrolled. These students were given a certificate after they completed the first online program. As they graduate to the second year they receive a diploma and at the completion of the third year they receive an advanced diploma. This course is affiliated to the University of Mumbai and is in alignment with the subjects they study in Bachelor of Financial Management.
Teaching and Learning	The college provides ICT and Eresources to the teachers for improving teaching skills. Teachers prepare the academic calendar before the commencement of the teaching year. The college encourages the teachers to follow lecture timings and assists in the smooth conduct of lectures on a regular basis. Teachers are required to submit the Teaching Plans for their courses before the beginning of each semester. Learning in class is via ICT methods, case study method, group discussion, roleplay,

practical and activities based on the subject. Current topics are addressed by the teachers and students in the class for subjects like Foundation Course and Environmental Studies. At the end of the semester, students are motivated to put up an exhibition to display their projects and present their understanding of the subject. Home assignments are given on a daily basis and students are expected to bring them back for correction. Workbooks for technically difficult subjects like Economics are developed by the teachers to encourage students to practice regularly and perform better. Learning is assessed via class tests and preliminary examinations and students who appear to be lagging behind or for some reason are at a disadvantage are given the benefit of extra coaching by the faculties. Quality of students is improved by giving them quality education and encouraging them to develop their personality and leadership qualities by taking part in the activities of Students' Council, NSS, NCC, Gymkhana, Manas, Nisarg, Rotract etc. Various Cocurricular activities like debates, academic festivals, college week, industrial visits, educational tours, annual day and sports day are arranged by the teachers to teach the students teamwork, motivation, using theories in practical use.

Examination and Evaluation

? Examinations are conducted as per the norms laid down by the University of Mumbai. ? Students fill examination form online through ERP and generate their hall ticket. ? Assessment of all answer papers is done centrally through the Centralised Assessment Project (CAP). ? The internal assessment of all unaided programs and one course in the aided program (Foundation Course) are conducted by the college. ? Moderation of answer papers is in place. Senior teachers from other colleges are invited as moderators. Moderators submit their reports which are discussed with the examiner concerned. ? The college has Onscreen Marking Centre (OSM) for semester V and VI of Undergraduate programs and semester I and IV for Postgraduate programs. This facilitates our teaching staff to carry out the assessment at the college IT

	laboratory.
Research and Development	<p>? Research centre in the college was started in 201819, in the subject of Business Policy and Administration for which the approved research guide is Dr. Anupama Nerurkar. ? 5 students have enrolled for the degree of Ph.D. ? The research cell takes care of monthly publications by departments which are hosted on the college website from time to time. ? To enhance research further the college has started with the Research Innovation Center and has appointed Dr. M.Z Farooqui (external expert) as in charge of the centre. He visits the campus once a week to interact, discuss and guide the students and teachers for their research activities.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>? The library uses SLIM 21 for its operational purposes. ? The library has its own website and web log. www.lsragejalibrary.org. rahejacollegelibrary.blogspot.com. ? The library is equipped with a total collection of 60174 reference books, 15 newspapers, 59 journals/magazines, 1228 CD - ROMS, 15 Ebooks, 49 thesis and educational videos for the students and teachers. ? Computers are available for the students and teachers for research online. ? Library Services include reference, reprography, printing, circulation, digital content Service and User orientation. ? The Library has an institutional repository comprising of past question papers, syllabus, and teacher's publications... ? Book bank facility is provided to the students in need. ? The Granthyatra (book exhibition) is organized twice in a year for the benefit of the students and teachers. Students as well as teachers are invited to buy books related to their subjects as well as selfhelp and fiction books. The institution encourages a culture of reading amongst the students and teachers. ? Teachers are given regular updates about the new arrivals of books and periodicals through email. ? Updates regarding daily and current affairs are provided to the teachers regularly via email. ? Library has a project room for students and UGC sponsored Network Resource Center for staff. ? The library hosts a senior</p>

citizens book club and external membership to the needy students ICT ? The institution is equipped with 19 classrooms which are ICT enabled, 1 fullfledged lab and an Audio Visual room in order to provide an enriching teaching experience. ? There is a dedicated internet connection in the staffroom for the teachers. Physical Infrastructure: ? Structural repairs followed by renovations were carried out which have enhanced the life of the building by at least 15 years. ? Furthermore, furniture, washrooms, flooring were all a part of the renovations. A state of the art auditorium with the seating capacity of 100 was renovated for the purpose of seminars/conferences / guest lectures.

Human Resource Management

Teaching staff: ? Vacant posts are advertised and filled from time to time. ? For the selection of competent and qualified teaching staff a Selection Committee is appointed as per the norms of the University. ? Demo lectures of all applicants are taken before the selection interview is conducted. ? Salaries of the aided and unaided staff are paid on time. ? Unaided staff is also covered under the EPF scheme of the government. ? Aided and SFC qualified teachers are placed on probation. After the completion of probation, teachers are regularized. ? Annual appraisals of teaching staff are done. ? The promotion of all teaching staff is done as per the University of Mumbai and Government rules. ? Promotions are as per PBAS (Performance Based Appraisal System) ? Teachers are deputed for Orientation and Refresher courses. Nonteaching staff: ? Non - teaching posts are also filled as per the requirements. Written tests are conducted for the nonteaching staff before the selection interview. ? Annual appraisals of nonteaching staff are done. The management also provides monetary funds to the staff on an emergency basis.

Industry Interaction / Collaboration

Add on courses like Financial Planning, English speaking Social Media Marketing are conducted.

Admission of Students

? The entire admission process is done through an ERP. ? Admission form can be filled by the students online. FY, SY and TY students are expected to fill

the form and pay their fees online. ? For students who do not have access to computers at home, the IT lab is made accessible and two lab assistants are deputed to assist them in filling the form. ? The merit list for the First Year students of all courses is generated by the ERP. The university schedule is followed for the same. ? In case of cancellation, the predecided percentage of refund is deducted and the remaining is credited in their accounts within a stipulated amount of time.

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

E-governance area	Details
<p>Planning and Development</p>	<p>? Time Table and Academic Calendar are prepared before the commencement of each semester. Teaching plans are submitted by each faculty in alignment with the academic calendar. ? Publications of various departments are uploaded on the website along with their notes, workbooks and other study material for the benefit of the students.</p>
<p>Administration</p>	<p>The collection of all fees is done online. Cancellation of admission and refund of fees is done online. Railway concession forms are filled online.</p>
<p>Finance and Accounts</p>	<p>? The balance sheet and financial reports are generated on the Tally package which is linked to the ERP. ? Cashbook, bank book, ledger, journal etc. are maintained by the office on Tally ERP. ? Bank Reconciliation Statement is prepared with the help of the same software. ? Income and Expenditure Account and the Balance Sheet of the institution is prepared with the help of accounting software along with various schedules like, schedule of Fixed Assets, Schedule of Advances and Deposits given, schedule of Sundry Debtors, schedule of Sundry Creditors, Schedule of Prepaid Expenses, schedule of Cash and Bank balances etc.</p>
<p>Student Admission and Support</p>	<p>? The entire admission process is done through an ERP. ? Admission form can be filled by the students online. FY, SY and TY students are expected to fill the form and pay their fees online. ? For students who do not have access to computers at home, the IT lab is made</p>

	<p>accessible and two lab assistants are deputed to assist them in filling the form. ? The merit list for the First Year students of all courses is generated by the ERP. The university schedule is followed for the same. ? In case of cancellation, the predecided percentage of refund is deducted and the remaining is credited in their accounts within a stipulated amount of time.</p>
Examination	<p>? Students fill examination form online through ERP and generate their hall ticket. ? Assessment of all answer papers is done centrally through the Centralized Assessment Project (CAP). ? After the results are displayed a result analysis is done for all courses. ? The college has Onscreen Marking Centre (OSM) for semester V and VI of Undergraduate programs and semester I and IV for Postgraduate programs. This facilitates our teaching staff to carry out an assessment at the college IT laboratory.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Preeti Vaswani	Refresher's course (ENGLISH)	Human Resource Development	1000
2019	Samiksha Jadhav	TYBA workshop sem VI	Board of Studies in Economics (University of Mumbai)	500
2019	K. Venkateshwarlu	TYBA workshop sem VI	Board of Studies in Economics (University of Mumbai)	500
2019	Ramsagar Yadav	Refresher course - CSCL	Human Resource Development	1000
2019	Pooja Yadav	6th Annual conference on Archaeology	Center of ExtraMural studies, UOM	1200
2019	Anupama Nerurkar	Conference on emerging trends in travel tourism	L. S. Raheja	1000

2019	Neelam Yadav	Refresher course	UGC HRDC (University of Mumbai)	1000
2019	Anupama Nerurkar	4th National level conference on global issues an opportunities in commerce in management	Chetna College	1000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on sexual harassment at workplace	sexual harassment at workplace	11/01/2019	11/01/2019	26	20
2019	Conference on emerging trends in travel and tourism	emerging trends in travel and tourism	30/03/2019	30/03/2019	80	0
2018	New career advancement scheme - API Rules	API Rules	06/07/2018	06/07/2018	31	0
2018	Graceful ageing with special reference to Alzheirs and Dementia	Alzheirs and Dementia	29/08/2018	29/08/2018	22	0
2018	Wellness for Teachers	Wellness for Teachers	27/09/2018	27/09/2018	25	0
2019	The use of Ebooks in Teaching Learning	The use of Ebooks in Teaching Learning	18/02/2019	18/02/2019	22	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course - Interdisciplinary	1	24/09/2018	13/10/2018	20
Refresher course - Cyber Security Cyber Law (Interdisciplinary)	1	01/04/2019	20/04/2019	20
Refresher course - English	1	03/12/2018	22/12/2018	20
Faculty Development Programme New Career Advancement Scheme - API Rules was organised for degree college teachers by Dr. Debajit Sarkar, Principal	28	06/07/2018	06/07/2018	1
Faculty Development Programme 'Graceful Ageing with special reference to Alzheimer's and Dementia' by Mr. Sailesh Mishra	20	29/08/2018	29/08/2018	1
Faculty Development Programme Wellness for teachers by Dr. Avinash De Sousa	22	27/09/2018	27/09/2018	1
Faculty Development Programme Teacher Learner Mindset by kohinoor	4	22/01/2019	22/02/2019	1

business school				
Faculty Development Programme Reachers Methods of Data Analysis	1	20/05/2019	25/05/2019	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	8	0	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	Book bank facility, canteen, gymkhana, scholarships, railway concession

6.4 – Financial Management and Resource Mobilization

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

Accounts of the institution are audited regularly by professionally qualified Chartered Accountants in addition to Government Audit. The internal audit of the institution is done by Parekh Sharma Associates, Chartered Accountants. External audit of the institution is done by Iyer Vishwanath Co., Chartered Accountants for the year ended 31st March, 2019. Academic audit for the years ended 2016 to 2017, 2017 to 2018 and 2018 to 2019 was done by Prof. R. S. Mali and Principal Ravindra Deshmukh during the year 2018 to 2019

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Prof.R.S.MALI and Prin. Ravindra Deshmukh
Administrative	Yes	IYER VISHWANATH CO	Yes	PAREKH SHARMA ASSOCIATES

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

? The psychology department organizes ParentTeacher meetings at regular intervals.

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

College organized orientation programme for the support staff to train them about the software Procampuz. College organized soft skill development programme for the support staff. ICC organized lecture on "Sexual Harassment at work placement and Empowerment of Women" for nonteaching staff.

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

? Introduction of PhD Centre Research Centre in commerce (Business Policies and Administration) ? Appointment approval of selffinancing teachers was obtained from University of Mumbai. ? Value added courses and Add on courses. ? Online admission through Procampuz software ? Appointment of CAO. ? Departmental research publication every year.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Faculty Development ProgrammeNew Career Advancement Scheme - API Rules was organised for degree college teachers by Dr.Debajit Sarkar, Principal	06/07/2018	06/07/2018	06/07/2018	28
2019	Skill Development English speaking course was organized for students by Teach India - Times of India	01/07/2019	01/01/2019	31/03/2019	30
2019	Faculty Development	29/08/2019	29/08/2019	29/08/2019	19

	Programme 'Graceful Ageing with special reference to Alzheimer's and Dementia' by Mr.Sailesh Mishra				
2018	Faculty Development Programme Wellness for teachers by Dr.Avinash De Sousa	27/09/2018	27/09/2018	27/09/2018	22
2018	ICC and Faculty Development Programme "Sexual Harassment and Empowerment of Women" for teaching and nonteaching staff of the college by Ms.Poornima and Ms.Charu from Akshara	05/10/2018	05/10/2018	05/10/2018	26
2018	Faculty Development Programme Use of Eresources in Library by Dr. Parita	18/02/2019	18/02/2019	18/02/2019	22
2019	Faculty Development Programme Value based success by Dr. Deepak Dave	25/02/2019	25/02/2019	25/02/2019	27
2019	Psychology A Certificate Course on "Basic Listening Skill"	25/01/2019	25/01/2019	18/02/2019	12

2019	Economics Lecture Introduction to Pranic Healing" for students and faculty	20/03/2019	20/03/2019	20/03/2019	22
2019	Commerce An interdisciplinary ICCSR funded national conference was organized on "Emerging issues and trends in Travel and Tourism: Global Perspective, Issues and Challenges.	30/03/2019	30/03/2019	30/03/2019	36
2018	Research cell Departmental e journals were published.	10/07/2018	10/07/2018	08/01/2019	16
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Expression by Majlis Theme- My Body my Choice	28/01/2019	28/01/2019	60	50
Talk on Gender Galaxy: Addressing the concerns.	29/01/2019	29/01/2019	52	45
Poster competition on Sexual Harassment and Empowerment of Women	01/10/2018	01/10/2018	31	1

Talk on Sexual Harassment	08/10/2018	08/10/2018	37	0
Self Defense Workshop	09/10/2018	10/10/2018	72	0
Workshop on Sexual Harassment at Workplace by NGO Majlis for teaching staff	11/01/2019	11/01/2019	19	7
Self-defense Workshop	23/01/2019	24/01/2019	77	0
Workshop on Toxic Masculinity.	25/01/2019	25/01/2019	70	40

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

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

The Solar panels have been installed with a capacity of 35 KV. 2066 kwh was consumed using solar panel out of a total consumption of 118598 kwh. Approximately 1.75 per cent of power requirements of the College each met by solar energy. by LED lights are being used as power savers. Because of usage of LED lights we are able to save 47152 kwh (28.44 percent energy saved)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	12
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	26/02/2019	1	A Blood donation and Thala	650 units of blood are	140

					ssemia Test	required every day in the city of Mumbai. There are an estimated 40 million Indians who are T halassemia Minor. Almost all of them are completely unaware of this. Total 121 blood units were collected.	
2019	1	1	27/02/2019	1	Cleanliness drive and Cleanliness awareness	Students conducted a Cleanliness drive and Cleanliness awareness programme to promote Cleanlines.	252
2019	1	1	01/03/2019	1	Rally on "Awareness against food wastage"	Rally on "Awareness against food wastage" to stop wastage of food	276
2018	1	1	28/09/2018	1	Exhibition on "Best out of Waste"	An exhibition on "Best out of Waste" was arranged in the college premises by the students	323

						to show case how to use waste material for best use.	
2018	1	1	31/10/2018	1	Rashtriya Ekta Divas (run for unity)	The birth anniversary of Sardar Vallabhbhai Patel, the Iron Man of India and the first Deputy Prime Minister and Home Minister of Independent India, the Governor Vidyasagar Rao and Chief Minister Devendra Fadnis flagged off the Run for Unity from N	180
2019	1	1	17/01/2019	1	Awareness campaign against drug addiction Poster Competition	Student members conducted a poster exhibition as well as an awareness campaign against drug addiction posters were displayed in the entire college premise	150

						on "awareness against drug addiction".	
2019	1	1	30/03/2019	1	NGO Mela (Social Orbit)	10 NGOs participated and sold their home made products.	125
2019	1	1	01/01/2018	1	Library reading facilities for senior citizens.	Senior citizens are encouraged to avail the library services.	21
2018	1	1	21/06/2018	1	International Yoga Day	The International Day of Yoga aims to raise awareness worldwide of the many benefits of practicing yoga.	80
2018	1	1	01/07/2018	1	Van Mahotsav (Tree Plantation Week)	The festival raises ecological awareness among people, and highlights the need for planting and tending of trees as one of the best ways to prevent global warming and reduce pollution.	75
2018	1	1	02/07/2018	1	Animal	Animal	75

			8		Rights Awareness Programme	rights is the idea in which some, or all, nonhuman animals are entitled to the possession of their own existence and that their most basic interests—such as the need to avoid suffering—should be afforded the same consideration as similar interests	
2018	1	1	01/08/2018	1	Swachhata Pakhawara	During the Pakhwara several activities were carried out in the institute for Clean India Swachhta Pakhwada Campaign. The importance of sanitation to keep the environment and surroundings healthy was realised.	90
2018	1	1	16/08/201	1	A	for the	235

			8		research study on effects of a food based intervention on pre diabetes	students of age group 1625 years It was sponsored by World Health Organisation.	
2018	1	1	17/08/2018	1	Promotion of Bamboo Rakhi made by tribal women	An indigenous innovation that challenges the cheap rakhis being dumped in the Indian market by the Chinese, these green bamboo rakhis fund a day's meal for the tribals	80
2018	1	1	20/08/2018	1	Road Safety Week	Raising public awareness about traffic rules and ultimately to reduce casualties due to road accidents. Done in collaboration with Mumbai Traffic Police.	150
2018	1	1	29/08/2018	1	Universal brotherhood celebration	It is important to create awareness	80

						amongst men who indulge in crimes against women to treat other women with respect as they treat their own sisters for whose wellbeing they feel responsible. Rakshabandhan with Brahmakumaris	
2018	1	1	13/08/2018	1	Collection of Clothes, Groceries, Medicines etc.	Contribution was made for Kerala Flood Victims and it was donated to Goonj Foundation to make it reach the flood victims.	80
2018	1	1	07/09/2018	1	Mumbai ki Hodi	Mumbai ki Hodi in a association with Traffic Police Santacruz Division for Traffic Safety	377
2018	1	1	08/09/2018	1	Anti Plastic Campaign was arranged	NSS volunteers helped Mumbai Traffic Police in Ganapati Visarjan	85

						and Juhu beach cleaning.	
2018	1	1	19/09/2018	1	Voters ID Card registration help desk	In collaboration with election commission	220
2018	1	1	24/09/2018	1	Beach and Street clean up	Beach and Street clean up drive post Ganpati visarjan was organised to clean the Juhu Beach	280

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

Title	Date of publication	Follow up(max 100 words)
Sign boards have been put up in the college premises on • No mobile use • Regular Attendance • Do and don't instructions as provided in the website.	09/06/2018	The discipline committee has been appointed who regularly monitor the students. Class mentors have been appointed who regularly monitor students attendance and meeting with parents is held once every semester. The attendance committee every month prepares the list of defaulters.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kargil Vijay Diwas	26/07/2018	26/07/2018	150
Independence Day	15/08/2018	15/08/2018	200
150th birth anniversary celebration of Mahatma Gandhi	02/10/2018	02/10/2018	85
Celebration of National Unity Day in the memory of Sardar Vallabhai	31/10/2018	31/10/2018	180
Spread Awareness on importance of Organic Food at Shivaji Park	23/12/2018	23/12/2018	271

Republic Day	26/01/2019	26/01/2019	200
Intercollegiate Drill Competition	11/02/2019	11/02/2019	102
Joy of Giving Distribution of collected provisions	01/03/2019	04/03/2019	307
Maharashtra Day Celebration	01/05/2019	01/05/2019	200

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

Installation of solar panels. Use of LED lights. Planting of trees in the college premises. Making and distribution of paper bags to nearby vendors/kirana shops to avoid use of plastic. Encouraging students to use paper bags. Students are discouraged from submitting projects in plastic files/folders.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice 1 Title of the practice: Combining Practical aspects of learning with theory. Objectives of the Practice: • To equip students to relate to the context and content of theory presented in the books and apply to real life situations. • To alter the thinking of the student thus enabling them to be agents of change in the future • To equip them with problemsolving techniques. The Context: Traditional system of learning and training is a oneway process and does not expose students to real life situations. In today's competitive environment the graduates require the scientific application of knowledge. The student should be able to apply theoretical knowledge for problemsolving purposes and be a catalyst of change and also enhance the prospects of being successful in the job market. The Practice: Eminent personalities and professionals are invited to deliver lectures to the students on various topics. The students are encouraged to interact with industry professionals. Faculties interweave practical issues especially in Accounts, Management and Social Sciences within the prescribed syllabus. Special guidance lecture at the end of each semester helps the students with lastminute revision. Practical Project work (Business week) is conducted by the Bachelor of Accountancy and Finance where current topics are studied in an innovative way. Students are encouraged to participate in seminars and present papers as well. Special sessions are conducted in preparing google sheets, how to write research papers. Workshops on photography, videography, story writing etc help students as they are made to work on practical projects. Workshops and Exercises in Listening, Speaking, Reading and Writing Skills, audiovideo tools for teaching, educational field visits and activity based teaching help students to generate interest and understand their curriculum better. The institution has an entrepreneurship Cell (BMS) in association with the Asian Institute of Family Managed Business. The idea of the cell is to inculcate and enhance entrepreneurial skills amongst students and to motivate them to enter into startups. Placement assistance is given to M.Com students as well as undergraduate students. Department of Mathematics took the initiative of conducting Bridge course by preparing booklet covering basics of mathematics and statistics. The department of Economics posts the glossary on the college website and also posts the workbooks online. The department of History organises 'Museum on Wheels' annually. Internship programme for students is done by Psychology Department through volunteering for a social cause. Exhibitions are conducted by various departments to give students insight into the various nuances of the subject. Spiritual cum motivational lectures for

students are held. Evidence of success: To expose students to practical aspect of education, field visit was conducted to Santacruz (West) police station, Bandra East court, Indian Institute of Packaging, Dharavi, museum, Archives .

To act responsibly and be accountable the Nisarg club observes a week of Innovative Fasts which was well appreciated by the students. Exhibitions on Gender issues, Environmental awareness was conducted which saw huge students' turnout. Department of Sociology organised exhibition on 'Deconstructing Society: The untold story' where students discussed issues critically like the practice of Nikah Halala, misogyny, motherhood myths, homophobia etc . English Speaking course for employability was organised by the Department of English in association with Teach India - a CSR initiative of The Times of India. 36 students completed the course. A Certificate Course on "Basic Listening Skill" was conducted by the Department of Psychology. The Department of Commerce organized Monsoon Mania where through innovative games students learned the application of management principles like Direction, Coordination, Espirit De Corps, Planning, Staffing, etc. To encourage and advance a research temper in young students, an intercollegiate research paper competition was conducted by the Department of Psychology. Students from various colleges presented papers themed on "Psychological Wellness and Holistic Wellbeing". Six research papers were presented by students. The papers were judged and rated by Dr. Mrinalini Purandhare and Dr. Vivek Belhekar. Out of eight paper presentations, 1st prize, 2nd prize and consolation prize was won by students of L. S. Raheja College of Arts and Commerce. 1st prize was won by student at Joshi Bedekar College for presenting a research paper on the theme "Pursuit of Happiness" with the title "Relationship Between Spirituality and Happiness: A Correlative Study". •

Problems encountered and resources required: It is difficult to sustain the interest of students in research. Socioeconomic conditions restrict the mobility of students especially girls to participate in various activities.

Practice 2 Title of the Practice: Community engagement Objectives of the Practice: • To create in them a sense of social and civic responsibility. • To develop a positive outlook inspired by the spirit of service and contributing to nationbuilding. • Help them to grow up as responsible citizens and become effective nationbuilders. • To facilitate community empowerment. The Context:

Apart from education both theoretical and practical, it is important to inculcate in students the sense of community service and make them responsible citizens conscious of the society around them. The practice: The college has a wellorganized unit of NSS and DLLE where students engage in community service voluntarily m contribute to the wellbeing of the society. Participation in various communitydriven projects creates environmental, social and political awareness. 382 students are registered with the DLLE extension Activity. The objective of DLLE is to sensitize the students towards sociocultural realities and environmental issues. Evidence of success: The NSS/ DLLE conducted tree plantation drive, best out of waste competition, antiplastic campaign, swachata pakhwara, Juhu beach cleaning and Swachhata He Seva . Prediabetes research study on the effects of a foodbased intervention on prediabetes for the students of age group 16-25 years sponsored by the World Health Organisation. To promote selfreliance of tribal women and market their products the unit promoted the sale of Bamboo Rakhi made by tribal women. Collection of Clothes, Groceries, and Medicines for Kerala Flood Victims was arranged in August 2018 and it was donated to Goonj Foundation to make it reach to the flood victims. The NSS students helped the Mumbai Traffic police during Ganapati Visarjan and Juhu beach cleaning. Voters ID card registration help desk in collaboration with election commission 2018. The NSS unit has adopted the Sakwar Village where the students go for a weeklong residential camp. NSS volunteers at the adopted adivasi village 'SAKWAR', district Palghar, undertook the following activities were undertaken: Construction of garden area at Jila Parishad School. Wall painting at school. Text Books, stationery and clothes donation at school. Voters ID card awareness to Adivasi people. Assisting Ramakrishna

Mission, Sakwar in garden construction. Helping the abhayasikas run at Sakwar village by Seva Sahyog Trust. Problems encountered and resources required. More faculty participation is required. Appointment of fulltime faculty to engage as programme officer for effective utilization of human resources. More financial assistance should be given.

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

<http://lsraheja.org>

7.3 – Institutional Distinctiveness

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

The Sadhana Education Society's L. S. Raheja College of Arts and Commerce is located in the heart of western suburbs of Mumbai. For the institution, space is not a constraint to carry out curricular and extracurricular activities. It caters to the needs of the students coming from surrounding areas with diverse socioeconomic backgrounds. The students are provided with means cum merit scholarships to overcome their economic barriers in pursuit of academic achievements. Besides providing monetary support, the college also provides books to the needy students by making provision of the book bank. The college puts equal efforts on emphasizing excellence in multifarious activities for the overall development of the students. The faculty of the institution have established themselves in the areas of expertise and encourages them to update their knowledge through participation in workshops, seminars, and conferences. By establishing a Research Cell within the college it ensures that the faculty is channeled to explore the new areas of development in their subject. The faculty member encourages student participation in the class focussing on participatory learning.

Provide the weblink of the institution

<http://lsraheja.org>

8.Future Plans of Actions for Next Academic Year

Future Plans • To continue with Certificate Courses / Add On courses through various departments • To organize National Conference • To continue with Drill Competition by NCC • To conduct Ph.D. Course Work for students enrolled for Ph.D. • To organize NAAC Workshop (AQAR, SSR, etc.) • To conduct Library Audit • To conduct Gender Audit • To conduct Green Audit • To Organise Industrial Visit / Field Visit in order to provide a practical orientation of the subject • To develop Glossary cum Workbook in the Print form in other courses • To have more MOUs with various institutions and organizations • To organize Research Method Workshop for teaching staff • To organize Staff Enrichment Programs for quality enhancement • To Continue with English Speaking Courses • To continue with the museum on wheels exhibition. • To install energysaving LED lights in the college building • To encourage students to participate in AVISHKAR research competition conducted by the University of Mumbai • To do automation of attendance system • To have smart classrooms • To conduct/seminar on MOOK and SWAYAM courses • To continue with online courses for students.