



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	SES L. S. RAHEJA COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution	Dr. Debajit N. Sarkar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02226606806
Mobile no.	9820134065
Registered Email	principal@lsraheja.org
Alternate Email	anupama.nerurkar@lsraheja.org
Address	Relief Road, Santacruz (West), Mumbai
City/Town	Mumbai Suburban
State/UT	Maharashtra
Pincode	400054

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Anupama N. Nerurkar			
Phone no/Alternate Phone no.		02226606806			
Mobile no.		9819059927			
Registered Email		degree.office@lsraheja.org			
Alternate Email		iqac@lsraheja.org			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.lsraheja.org/naac">https://www.lsraheja.org/naac</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		<a href="https://www.lsraheja.org/publication/academic-calendar/">https://www.lsraheja.org/publication/academic-calendar/</a>			
<b>5. Accrediation Details</b>					
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
<b>6. Date of Establishment of IQAC</b>			24-Apr-2004		
<b>7. Internal Quality Assurance System</b>					
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		

Career Counselling seminars/workshop/lectures ANNEXTURE III	05-Aug-2019 15	2615
Add on and certificate courses ANNEXTURE II	27-Jul-2019 49	482
Educational and Industrial Visits ANNEXTURE I	18-Jan-2020 25	585
Orientation of newly admitted students BA / BCOM / BMS / BAF / BBI / BMM / BFM / BSC IT	01-Aug-2019 1	200
ICSSR sponsored National Conference by Department of Commerce	11-Feb-2020 1	59
Feedback from students	09-Mar-2020 6	300
Timely submission of AQAR to NAAC	24-Dec-2019 1	10
Regular meetings of IQAC	09-Mar-2020 1	13
Regular meetings of IQAC	03-Oct-2019 1	14
Regular meetings of IQAC	05-Jul-2019 1	12
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
L S RAHEJA COLLEGE OF ARTS AND COMMERCE	National Conference	ICSSR	2020 1	50000
<a href="#">View File</a>				

**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 :**

3

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	<a href="#">View File</a>																								
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No																								
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>																									
NAAC related workshops Library Audit Staff Academy - internal FDP Organizing webinars during the lockdown ICSSR(W.R.C.) National Conference																									
<a href="#">View File</a>																									
<b>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</b>																									
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes																								
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IQAC	23-Oct-2019																								
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No																								
<b>16. Whether institutional data submitted to AISHE:</b>	Yes																								

Year of Submission	2020
Date of Submission	20-Jan-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Procampuz is Enterprise Resource Planning (ERP) software (Since 2017) used by teaching and non teaching staff. This software is useful in various activities like Online Admission, Payment of Fees, student profile management, etc. The college provides all the information and flow chart required for the operation of said software. Students are oriented regarding ERP at 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 in their personal details like photographs, signatures, details pertaining to educational qualification, etc. They have to select the category and then make online Payments. The application form is submitted online merit list is generated as per the University rules. Since the Academic year 2019 2020 the students' attendance is taken by biometric devices and reports like defaulter list, faculty wise lecture has taken reports are also generated through software known as 'Smartklass'. At the time of admission, students fingerprint records are collected same has been uploaded to the system. For processes related to examination like Hall ticket generation, Examination seating arrangements, examination attendance sheet there is a separate software installed known as 'ÉduDuniya'. Students fill online examination form pay Examination fees for regular and ATKT Examinations. After successful submission of the Form students gets an online Hall ticket Timetable through the software. Examination attendance report is generated by this software which helps the teacher to take errorfree Attendance. After assessment teachers can feed marks and also opt for grace resolution subjectwise. We can generate results in Excel or PDF format and mark sheets can also be</p>

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 under Aided (Traditional) and Unaided (Non - Traditional) sections are introduced and the Courses offered therein are as approved by the University. 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 certain Certificate/Diploma / Value Added courses (listed below). In such cases, the college freely determines total curricular planning and implementation. The college has a well-planned delivery of curriculum so that the students are enabled to achieve their learning goals. Learning support is given by teachers to students from vernacular medium through lecturing in Hindi and Marathi other than English. Students are advised against absenteeism in lectures/tutorials/practical. The College follows attendance guidelines of the University as per Ordinance 6045. Attendance of the students is taken in each of the lectures/tutorials/practical. Students whose attendance is less than the minimum required are informed through SMS and emails / letters. The parents of defaulting students are called and undertaking is obtained from them and their wards. Teachers guide the students beyond classroom teaching. This happens through extra guidance lectures which are sometimes on one to one basis. Teaching methods include case studies, problem solving, PPTs, multimedia, a short quiz, and class tests. Teachers conduct monthly tests after completion of each unit given in the syllabus. 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. The college has a system of class/division mentors to monitor student performance in attendance, discipline and help students in scholarships, book bank scheme etc. In addition, students participate in intra college and intercollegiate academic festivals which help them to test their knowledge, better their skills and improve their horizons. They also experience a competitive spirit and value it. Industrial visits /study tours are organised for students from traditional and non - traditional programmes. The students get exposure of their subject matter and relate well with the curriculum. 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 record 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 websites. Students' interaction with the curriculum happens through examinations 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. Action plans are discussed on the basis of performance in programmes and Result Analysis in various Courses.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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		Introduction		ability/entrepreneurship	Development
Certificate course in Introduction to Ashokan Brahmi	-	27/07/2019	4	Yes	Yes
An introduction to Research Methodology for Social Sciences	-	26/08/2019	6	Yes	Yes
Employability Training Project	-	26/11/2019	150	Yes	Yes
Goods and Services Tax	-	16/01/2020	6	Yes	Yes
Advance Excel Course	-	14/10/2019	5	Yes	Yes
An Introduction to Data Analysis using R Software and MS Excel	-	16/08/2019	4	Yes	Yes

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	-	Nil
<a href="#">View File</a>		

### 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
BA	BA	10/06/2019
BCom	BCOM	10/06/2019

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

	Certificate	Diploma Course
Number of Students	210	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
English Speaking Course	20/01/2020	25

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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
Nil	-	Nil
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

##### Feedback Obtained

The students give their feedback on various parameters of Teaching and Infrastructure related to learning. Students rate the concerned faculty on domains of subject knowledge, teaching methodology, the 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 the analysed. The teachers adapt to the feedback response and undertake measures to imbibe the valuable inputs received. The Students are Members of the IQAC and CDC. Their views are considered while making student centric decisions like ambience in the college, facilities in the college, teaching staff, non - teaching staff, library, gymkhana, extracurricular activities, infrastructure, IT Lab and Canteen. Also, feedback is obtained about activities conducted by the college like the Annual Day, Sports Meet, Inter College Activities, Intra Collegiate Activities, Field Visits and Guest Lectures, seminars, etc. The teachers are the facilitator and a bridge between the institution and students. Understanding the importance of teachers, feedback is collected from them about how they perceive the curriculum is designed. LSRC houses many highly qualified faculties of which many are part of BOS, paper setters and serves various academic and administrative bodies who strive to do justice to the curriculum and bring innovation and professionalism while teaching. Continuous Internal Evaluation is conducted periodically to check the development of the learner in understanding the curriculum. The parents of the ward are called to the college twice in a year to update them about their progress. The feedback of the parents is obtained on various areas associated with wards learning, their personal interaction with the teachers and the infrastructure of the premises. This helps the institution of understand the outlook of the parents regarding the teaching and nonteaching parameters of the institution. At LSRC timely feedback on curriculum is collected from various stakeholders and analysed in order to suggest the University for updating the curriculum as per the evolving needs.

### 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	BA, BMM	198	600	167
BCom	BCOM, BFM, BBI, BAF	594	1234	518
BMS	BMS MARKETING & FINANCE	132	545	124
BSc	BSc.IT	66	95	44
MCom	ACCOUNTANCY, MANAGEMENT, FINANCE	200	114	86

[View File](#)

### 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
2019	2366	181	37	Nil	3

### 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
37	37	4	21	Nil	6

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

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

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

Yes, Student mentoring system is available in the institution. Each class is allotted a teacher-mentor. Keeping in mind the overall development of the students, the class mentors of the respective class take charge of the recording of attendance and address students with regards to administrative problems, guide students to participate in co-curricular and extracurricular activities and also resolve any other the problems if any faced by the student in the college, 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. Regular interaction with Parents is done by the Class Mentor during periodic Parents Teachers meetings to keep Parents informed on the academic and attendance performance of their ward. Class mentors are also approached by students in the event of any personal and emotional ups and downs and the mentors give appropriate guidance in their capacity. Hence the overall growth and the performance of students is taken care of by mentors. Following is the list of class mentors of 2019-2020. 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 Dr.Mrs.Anupama Nerurkar TYB.Com B Mrs. Seema Ukidve FYBAF Mr.Upmanyu Yajnik SYBAF Ms. Vaishali Pandya TYBAF Ms.

Vaishali Pandya BMM Ms. Kavita Makhija FYBFM Mr. Mehul Barai SYBFM Ms. Divya Kanchan TYBFM Ms. Divya Kanchan FYBBI Mrs. Jyoti Sarkar SYBBI Mrs. Dhara Vora TYBBI Mrs. Dhara Vora BSC IT Mrs. Prajakta Joshi FYBMS Ms. Neha Nikam SYBMS Ms. Heta Parekh TYBMS Mrs. Suvarna Raikar M.COM Mr. Raju Gole

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2547	37	1:69

## 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	37	6	Nil	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
2019	NIL	Nil	NIL
2020	NIL	Nil	NIL

[View File](#)

## 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	FYBCOM	I	19/10/2019	15/11/2019

[View File](#)

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

The College follows the University of Mumbai guidelines related to internal assessment and Continuous evaluation is done by using various other methods as well. 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 the 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 to inform students about all the curricular and

curricular activities. 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, Reverse teaching is instituted at the 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 by the institute 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. The timetable for the Semester examinations is displayed well in advance on the college 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 college notice board and website. Work load is allocated to each faculty member well in advance as per so (UNIVERSITY) that they could make the 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 keeps an eye on the quality of the teaching learning by- daily monitoring of teaching learning activities. Other related matter in academic calendar includes teaching plans of individual teachers, co-curricular activities conducted for subject, department, in the classroom or auditorium. Co-curricular activities include group discussions, guest lectures, industrial and educational visits, exhibitions by students, essay and elocution competitions, PPT presentations on the contemporary issues in the respective subjects, 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)

<https://www.lsracheja.org/naac>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
12306210	BA	TYBMM	55	55	100
22306203	BCom	TYBBI	60	60	100
82306201	BMS	TYBMS	85	84	99
42304203	BSc	TYBSCIT	39	39	100
22306204	BCom	TYBFM	48	48	100
22306202	BCom	TYBAF	51	51	100
12306201	BA	TYBA ECO, SOC, COM, PSY, HIS, STAT	73	72	99
22306201	BCom	TYBCOM	188	185	98

[View File](#)

## 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)

<https://www.lsracheja.org/naac>

### 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
Total	365	UNIVERSITY OF MUMBAI	35000	0
International Projects	0	NIL	0	0
Major Projects	0	NIL	0	0
Minor Projects	365	UNIVERSITY OF MUMBAI	35000	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

[View File](#)

#### 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 "Family Managed Business"	BMS	16/12/2019
Workshop-cum-Training on "Preparation of SSR and Data Filling in SSR under Revised Norms by NAAC"	L.S. Raheja College (Aided and Un-aided)	21/09/2019
An Orientation Workshop on "New Syllabus of FY-B.M.M.C. (Sem-I)"	BMM, L.S. Raheja College in collaboration with Board of Studies in Mass Media, University of Mumbai	01/07/2019

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
NIL	NIL	NIL	Nil	NIL
<a href="#">View File</a>				

### 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
NIL	NIL	NIL	NIL	NIL	Nil
<a href="#">View File</a>					

### 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	Nil

#### 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	Psychology	1	5.5
National	BAF	1	6.2
National	BMM	1	6.2
National	BFM	2	6.2
National	Mathematics, Statistics and Computers	1	0
National	Commerce	4	0
National	Library	1	0
National	BMS	1	0
National	BBI	1	0
National	ACCOUNTANCY	1	0
<a href="#">View File</a>			

#### 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
Accountancy	6
Economics	3
Bsc. IT	1
English	1
<a href="#">View File</a>	

#### 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
NIL	NIL	NIL	2019	0	0	Nill
<a href="#">View File</a>						

## 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
NIL	NIL	NIL	2019	Nill	Nill	0
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	18	413	Nill	Nill
Presented papers	Nill	1	Nill	Nill
Resource persons	Nill	3	Nill	Nill
<a href="#">View File</a>				

## 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
Career ready program	Antarang foundation	3	50
Employability training project	Berkley (university of California)with talerang	3	44
MAHAWALKTHON-2019	JOINTLY ORGANISED BY Government of Maharashtra PWD and MMVD, CSR Diary and CASI Global	2	80
125TH ANNIVERSARY OF HISTORIC SPEECH OF SWAMI VIVEKANAND	RAMAKRISHNA MISSION, KHAR	2	70
MAHARASHTRA ANTI TOBACCO MASS PLEDGE	SAMBANDH HEALTH FOUNDATION	2	500
Social Inclusion - How to teach sign	DLLE unit of L.S. Raheja with TEACH	7	332

language	Foundation		
Teaching of Origami Craft Arts	DLLE unit of L.S. Raheja with Disha Karnbadhir School	1	253
ORGAN, SKIN AND EYE DONATION	NATIONAL BURNS CENTRE , AIROLI	3	100
SANGLI AND KOLHAPUR FLOOD RELIEF	NSS CELL, UNIVERSITY OF MUMBAI	3	300
SVEEP- Systematic Voters Education and Electoral Participation	ELECTION COMMISSION OF INDIA	2	1000
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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
Big Mumbai Clean-Up	Beach Warriors Certificate Excellence	Khushiyan Foundation in Collaboration with Government of Maharashtra	100
Cleanthon 2019	Letter of Recognition for Support	Rajani Foundation (India) and United for Greater Cause	100
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
FIT INDIA MOVEMENT	GOVT OF INDIA	FIT INDIA MASS PLEDGE AND COLLEGEATHON	3	100
EK BHARAT SHRETHA BHARAT	GOVT OF MAHARASHTRA	RUN FOR UNITY	2	50
YUVA MAHITIDOOT	GOVT OF MAHARASHTRA THROUGH ANULOM INSTITUTE	AWARENESS ABOUT YUVA MAHITIDOOT APP	2	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
NIL	0	NIL	0
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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	Imperial overseas education consultants	13/02/2020	17/07/2020	1
<a href="#">View File</a>					

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
Antarang Foundation	10/02/2020	1. Facilitate a process of self-discovery, introduce various careers, facilitate an informed career choice and a coherent career plan. 2. Train them in core employability skills, connect them to career opportunities and mentors who will guide and ad	50
Berkeley (university of California) in association with Talerang	14/01/2020	The purpose of above project was to conduct employability and soft skills programs with the aim of increasing the likelihood of appropriate placements for students.	30
Akshara Centre in association with Women Development Cell (WDC) of L.S.Raheja College of Arts and Commerce	13/08/2020	The purpose of these partnership is to create gender consciousness among the youth and involve them in social actions and awareness.	6



Red Dot Foundation in association with Women Development Cell (WDC) of L.S.Raheja College of Arts and Commerce	20/11/2019	The purpose is creating safe campuses through awareness workshops, training youth leaders and sensitizing faculty and administration on legislation and safety measures.	50
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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
92.82	201.23

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Nil
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Nil
Others	Nil
Value of the equipment purchased during the year (rs. in lakhs)	Nil
Video Centre	Nil
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 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	20323	2367793	76	8590	20399	2376383

Reference Books	39851	13909537	296	257671	40147	14167208
e-Books	3135015	20151	Nil	5900	3135015	26051
Journals	58	75278	54	87369	112	162647
e-Journals	6000	Nil	Nil	Nil	6000	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	1228	58911	15	Nil	1243	58911
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	18452	1864764	Nil	Nil	18452	1864764
Others (specify)	49	Nil	3	Nil	52	Nil

[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
NIL	NIL	NIL	Nil

[View File](#)

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	159	61	2	19	2	17	8	20	0
Added	0	0	0	0	0	0	0	25	0
Total	159	61	2	19	2	17	8	45	0

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

45 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
NIL	Nil

#### 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
11.55	11.14	10	19.35

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 and 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 Purchase Order. 4. Maintenance - The College has Annual Maintenance Contracts (AMC) with various vendors to ensure that the infrastructure is maintained in sound working condition. College maintains a register to track booking and usage of the assembly hall. 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. Resource Utilisation - The college has SOPs in place to ensure effective utilization of resources, prevent damage or wastage and delegate responsibility towards upkeep and maintenance. 6. 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. 7. 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.

<https://lsraheja.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	1.Vijayshree award 2.Lt. Dr. Mrs. Sheorey 3.Shri. C. M Trivedi Trust 4.Elji Sunderdas Ashar 5.Mayur Vora Co 6.Radha Moha 7.Mavji Lakhanji Shah 8.Laxmiben Premji 9.V G Wandrekar 10.. A V Wandrekar 11.Wadia Prize 12 13.D B Vora 14.Pratiksha	27	14470
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	34	332764
b)International	NIL	Nil	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
Certificate course in "Introduction to Ashokan Brahmi"	27/06/2019	50	0
Certificate Course in "An introduction to Research Methodology for Social Sciences"	26/08/2019	33	0

Certificate course in "Goods and Service Tax"	16/01/2020	17	0
Advance Excel Course	14/10/2019	30	0
An Introduction to Data Analysis using R Software and MS Excel	16/08/2019	49	0
<a href="#">View File</a>			

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
2020	Guiding lecture on competitive exam	40	Nil	Nil	Nil
2019	Career opportunities in animation	Nil	87	Nil	Nil
2019	Counselling for career opportunities in media industry abroad	Nil	48	Nil	Nil
2019	Career in banking industry for BAF & BFM students	Nil	45	Nil	Nil
2019	Career options in Aviation industry, in association with Fly high Aviation	Nil	200	Nil	Nil
2020	Webinar on "Banking jobs: Think beyond IBPS and Public sector banking careers"	Nil	200	Nil	Nil

	across various streams				
2020	Webinar on career in financial planning for students across various streams	Nil	200	Nil	Nil
2020	Webinar on "Unconventional Careers into accounting and finance through global certification CMA"	Nil	200	Nil	Nil
2019	Career counselling by NIIT to BSc IT students about upcoming opportunities in IT sector	Nil	30	Nil	Nil
2019	Seminar for "Life at IIM (How to crack MBA exam)", conducted in association with IMS	Nil	350	Nil	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
14	14	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
Motilal Oswal, Unschool	60	11	Nil	Nil	Nil

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	2	TYBBI	BBI	IDOL	M.Com-I
2019	8	TYBAF	BAF	IDOL	M.Com-I
2019	3	TYBMS	BMS	IDOL	M.Com-I
2019	1	TYBAF	BAF	IDOL	M.Com-I
2019	1	TYBFM	BFM	IDOL	M.Com-I
2019	1	TYBFM	BFM	Shri Vile Parle Kelavani Mandal's Narsee Monjee College of Commerce and Economics	M.Com-I
2019	1	TYBAF	BAF	Shri Vile Parle Kelavani Mandal's Narsee Monjee College of Commerce and Economics	M.Com-I
2019	13	TYBAF-3 TYBFM-1 TYBCOM-4 TYBBI-2 TYBMS-3	BAF BFM BCOM BBI BMS	Sadhana Education Society's L S Raheja College of Arts and Commerce.	M.Com I- Banking and Finance
2019	12	TYBCOM-8 TYBAF-1 TYBBI-2 TYBMS-1	COMMERCE BAF BBI BMS	Sadhana Education Society's L S Raheja College of Arts and Commerce.	M.Com I- Accountancy
2019	12	TYBMS -6 TYBCOM- 5 TYBFM-1	BMS COMMERCE BFM	Sadhana Education Society's L S Raheja College of Arts and Commerce.	M.Com I- Business Management

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	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
International Yoga Day Nil	Inter class- college level	53
Chess Nil	Inter class- college level	30
Table Tennis Nil	Inter class- college level	10
Badminton Nil	Inter class- college level	42
Carrom Nil	Inter class- college level	40
Kabbadi selection Nil	Inter collegiate University competition	30
Football selection Nil	Inter collegiate University competition	30
Tug of war Nil	Inter collegiate University competition	50
Cricket Nil	Inter collegiate University competition	30
Volleyball Nil	Inter collegiate University competition	30
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**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold as	National	2	Nil	11777	Parth



	well as Silver Medal					Rane
2019	Silver Medal	National	1	Nil	11940	Naasha Pithawala
<a href="#">View File</a>						

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 student council was formed. This council was constituted as per the guidelines of the university. It has been formed as per the section 40(2) (a), 40 (2) (b) and 40 (4) (a). It has representatives from all divisions and classes. Strictly adhering to the norms, specified by the University of Mumbai, notices are regularly displayed and students' nominations for constituting student council are invited. The reservation of candidates in particular post is followed. The Council takes charge of the Co-curricular activities of the college. It organizes major intra-collegiate activities such as Meri Awaz Suno, Raheja Week, Green Day, Annual Day, etc. The council members have actively been organizing Gurupurnima programme and Teacher's Day in the honour of the college teachers. Cultural day and Secret Santa are few such activities that Council members organize to rejoice the spirit of active teaching-learning associations. Student council members also help in managing and actively participate in Raheja College's inter-collegiate festivals like Unmesh, Parallax and Retake 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, etc. These activities also aides their interactions with industry professionals. The overall personality development of students gets a boost as they participate in various cultural programs, like music, dance, drama, poster making, art and craft, etc. The Students' Council have 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 the other students of the college to help in realization of their issues and try to reach amicable solutions to their problems. Student representatives are part of the following committees

1. Internal Complaints committee - To resolve the issues of the students and maintain a peaceful and healthy environment in the college premises.
2. Canteen Committee - To provide timely feedback about the 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 has helped in arranging and organizing workshops and sessions that has been beneficial for the attendees.
4. Annual college magazine committee - Magazine is the mouthpiece of the college. 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, making it for the students, by the students and of the students in true sense.
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

College continues its interaction with students even after they have formally left college through an active and vibrant alumni association named as "Shrunkhala Alumni Association" Shrunkhala Alumni Association was formed on 6th May 2006. Every year, at least two meetings are organized by the association. The association is a registered public trust and is also registered under the Society's Registration Act. The aim of the association is to promote the sense of belongingness not only among the ex-students of the college but also among the present students of the college. It works closely with the college's current and ex-students to spread this objective. The college alumnus consists of highly successful professionals from diverse fields like Chartered accountants, advocates professors, interior designers, bankers, event managers, businessmen, social workers, eminent personality from media, etc. An Alumni meet was held on 25th January, 2020. A total of 82 people registered for the event, and 68 people attended the function. The reunion was organised in collaboration with the IQAC. During the function, the Alumni introduced themselves, interacted with peers professors and actively participated in games other activities. They were given a tour of the college by the entire team of Alumni committee headed by Principal Dr. Sarkar. The Alumni were asked to give their valuable suggestions in the form of written feedback.

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 :

2

## **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)

Decentralization and participative management are a hallmark of L.S Raheja College of Arts and Commerce. The institute has a decentralized approach to quality management where all the faculty and staff are responsible and accountable for quality assurance and enhancement. It has an organizational structure which clearly defines roles and responsibilities of each individual. ? In accordance with the policy of decentralization and participative management different committees are set-up at the beginning of each academic year. These committees comprise of teaching staff, non-teaching staff and students. ? In order to decentralize the management hierarchy, a Chief Administrative Office functions as a liaison between the college and the management. ? A Vice Principal works as a liaison between the faculties and the Principal. ? The entire calendar of curricular, co-curricular and extra-curricular activities is planned in advance by IQAC committee in consultation with entire faculty and administrative staff who are informed of it as soon as it is finalized. ? Committees like College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), Examination, Academic, Library Committee, Canteen, Co - curricular, Internal Complaints Committee (ICC), 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 non-teaching staff, student representatives and external experts. 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 is actively involved in the preparation of the overall comprehensive development plan of the Institute w.r.t Academic, Administrative and Infrastructural growth. ? The Internal Quality Assurance Cell facilitates the creation of a learner - centric environment fostering quality education and faculty involvement to adopt the required knowledge and technology for participatory teaching and learning process. ? The Internal Complaints Committee which was formed with students' representatives, teachers and an outside advocate continues to deal with internal complaints. The complaints are resolved by the Principal and the College Development Committee. ? Students are encouraged to frequently contribute to regular activities of the college. They are members of various committees like the NSS, NCC, DLLE, co - curricular and the Trek club through which they organize and participate in various inter as well as intra college events. ? 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. ? Besides, the participation of the faculty members, staff and students in various Functional Committees at the institute, they also play an important role in the design and implementation of policies and plans for the institute. Case Study of Decentralization and Participative Management: IQAC The members of IQAC committee are appointed by the Principal as per the norms of NAAC. It is a main decision-making authority and provides recommendations for the enhancement of quality at academic and administrative matters. There are seven criteria headed by criteria heads who is given full autonomy to decide the programmes to be carried out during the year with respect to the criteria's like curriculum development, teaching-learning methods, research related activities, infrastructure and improvement in library services, student progression and support, governance and leadership and programmes related to institutional values and best practices. IQAC consists of external experts from the field of education who actively participate in decision making process. The academic plan and activity calendar support participative management. IQAC prepares it in the beginning of the year after considering University academic calendar, Inputs from Heads of different departments, course coordinators, committee chairpersons like examinations, cultural, NSS, NCC, DLLE, admission, discipline, Internal Complaints Committee, Students' Grievance committee etc. Also, IQAC has students' representatives from aided and unaided section who also contribute to valuable suggestions for quality enhancement and satisfaction of stakeholders, especially student community. By attending meetings of IQAC, they participate in decision making. IQAC encourages Heads of Department, course coordinators and committees' chairpersons to conduct various activities as per academic calendar which is approved by all stakeholders and is placed before CDC (College Development Committee). It is also uploaded on the website.

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
Industry Interaction / Collaboration	? Add on courses like Financial Planning in association with the Financial Planning Academy.

Research and Development

? Research centre in the college was started in 2018-19, 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 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. ? Student related research activities are encouraged. This year 7 students participated in 'Avishkar' by University of Mumbai and reached the final round. ? National conference was organized by Department of Commerce with ICSSR(WRC) on 11.2.2020. Thirty-six research papers were published in UGC approved Care Listed Journal, 'Shodh Sanchar Bulletin', an international Multidisciplinary Quarterly Bilingual peer reviewed Refereed Research Journal, volume 10, Issue 37, January to March 2020.

Teaching and Learning

? College provides ICT and E-resources to the teachers for improving teaching skills. ? Teachers prepare the academic calendar before the commencement of the teaching year. ? College encourages the teachers to follow lecture timings and assists in the smooth conduct of lectures on a regular basis. ? Teachers are expected to submit the Teaching Plans of their subjects before the beginning of each semester. ? Learning in class is via ICT methods, case study method, group discussion, role play, practical and activities based on the subject. ? Current topics are addressed by the teachers and students in class for subjects like Foundation Course and Environmental Management. ? At the end of the semester students are motivated to put up an exhibition to display their projects and present their understanding on the subject. ? Home assignments are given regularly 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. ? Student prowess is enhanced by providing them quality education. Students are encouraged to participate in the activities of Students' Council, NSS, NCC, Gymkhana, Manas, Nisarg, Rotract etc. which facilitates personality development and inculcates leadership qualities ? Various Co - curricular 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. ? In light of the COVID - 19 pandemic, syllabus completion and revision lectures were conducted online by the teachers. ? Various online teaching and learning workshops and webinars were attended by the teachers to gain hands-on experience in providing the best teaching and learning systems to the students.

Curriculum Development

? Curriculum for all the courses is developed by the Board of Studies as per University guidelines. The value addition to the prescribed syllabus is done through co-curricular activities in the class like case studies, guest lectures, industrial and educational visits, group discussions, practical and tutorials. ? The college encourages the teachers to participate in Revised as well as New syllabus workshops. Also, some of the staff are the part of Board of Studies and Syllabus framing committees appointed by University of Mumbai. The staff members who are a part of the Board of Studies are - Dr. Anupama Nerurkar, Prof. K.Venkateshwarlu, and Dr. Chitra Munshi. ? Introduction of various add on courses like Financial Planning act as a supplement to the other courses. ? The Financial Planning course which was introduced in 17-18 is an add on certificate course which runs for 6 months. In the first year (17 - 18) 40 students, the year 18 - 19, 30 students were enrolled and in the year 19-20, 50 students were enrolled. These students were given a certificate after they completed the first online program. As they graduated 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 Bachelors of Financial Management. ? The college has also introduced an Entrepreneurship Cell in association with AIFMB, under which 6 students received one on one counselling with the mentors from AIFMB.

**Examination and Evaluation**

? Examinations are conducted as per the norms laid down by the University of Mumbai. ? Fees for regular and ATKT exams are processed online. ? Admin office assists in the processing of the Hall Tickets. Examinations are conducted as per the norms of the University of Mumbai. ? All papers are assessed in the centralized CAP room. ? The college has opened Online Assessment Micro Center for assessment of Third Year papers. ? Attendance of each faculty checking papers is taken on a daily basis. All new teachers are given a thorough orientation by the Examination Committee before they begin any exam duties.

**Library, ICT and Physical Infrastructure / Instrumentation**

? The library uses the SLIM - 21 for its operational purposes. The SLIM used by the library is regularly updated. ? The library has its own website and web log. [www.lsrachejalibrary.org](http://www.lsrachejalibrary.org) [rahejacollegelibrary.blogspot.com](http://rahejacollegelibrary.blogspot.com). ? The library is equipped with a total collection of 60174 reference books, 15 newspapers, 59 journals/magazines, 1228 CD - ROMS, 15 E - books, 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. ? 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 self-help 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 citizens book club and external membership to the needy students. ICT ? The institution is equipped with 19 classrooms that are ICT enabled, 1 full-fledged 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 and infrastructure upgradation is carried out from time to time. ? A state-of-the-art auditorium with the seating capacity of 100 is open 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 of services, teachers are confirmed by the management. ? Annual appraisals of teaching staff are done. ? 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. ? Non-teaching staff: ? Non-teaching posts are also filled as per the requirements. Written tests are conducted for the non-teaching staff before the selection interview. ? Annual appraisals of non-teaching staff are done. ? The management also provides monetary funds to the staff on an emergency basis. ? Management is very supportive of the academic

	upgradation of the staff and their wards.
Admission of Students	Admission of Students - ? Entire admission process is done through ERP. ? Admission form can be filled by the students on-line. Admissions of students are done by using computer software. ? FY, SY and TY students are expected to fill the form and pay their fees online. ? IT support is provided to students who face any difficulty while filling the forms. ? In case of cancellation, prescribed norms are followed. ? The merit list is generated by the ERP software for the first years. The university schedule is followed for the same.

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

E-governance area	Details
Planning and Development	? Planning the Time Table and Academic Calendar 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. ? Considering the COVID - 19 pandemic, teachers have planned to start the new semester with Online Teaching and Learning. In order to do so, they have undergone training workshops and attended various webinars.
Administration	? Collection of all fees is done online. Cancellation of admission and refund of fees is done online. ? Railway concession forms are filled online.
Finance and Accounts	? The balance sheet, budget and financial reports are generated on the Tally package which is linked to the ERP. ? Cash book, bank book, ledger and journals are maintained by office on tally ERP.
Student Admission and Support	? Study material, Workbook and worksheets of various subjects are made available online to the students. ? Notices for all the activities are put up on the website for the students. ? Course outcome for all the courses provided are put up on the website. ? The RTI form and code of conduct are also made available on the website. ?



	Question papers of past few years are also put up on the website.
Examination	? The fees for regular and ATKT are processed online. ? The admin office assists in the processing of the Hall Tickets. Examinations are conducted as per the norms of the University of Mumbai. ? All papers are assessed in the centralized CAP. ? The college has opened Online Assessment Micro Center for assessment of Third Year papers. ? Attendance of faculties checking papers is maintained. All new teachers are given a thorough orientation by the Examination Committee before they begin any exam duties.

### 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	Mr. Mehul Barai	Essentials of Entrepreneurship	PTVA'S Institute of management and Atal Incubation Centre - Rambhau Mhalgi Prabodhini	3540
2019	Dr. Nandita Saldanha	Workshop on Assessment Methodology Under Revised Norms by NAAC	Maharashtra Association of Minority Educational Institutions (MAMEI) L.S.RAHEJA COLLEGE OF ARTS AND COMMERCE	1000
2019	Dr. Anupama Nerurkar	Revised Norms by NAAC	Maharashtra Association of Minority Educational Institutions (MAMEI) L.S.RAHEJA COLLEGE OF ARTS AND COMMERCE	500
2019	K. Venkateswarlu	Workshop on revised syllabus FYBA, FYBSC Economics	Board of Studies of Economics University of Mumbai Lords Universal	300

			College	
2019	Dr. Samya Shinde	Workshop on Filing AQAR under New NAAC process	KES Shroff College IQAC Cluster India	1000
2019	Dr. Chitra Munshi	Conference on Eye Movement Desensitization	EMDR Association	5000
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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	NA	National workshop on Role of Administration and benefit of Digitalization in lockdown and data centricity	21/05/2020	22/05/2020	Nil	18
2020	Exploring Google products organized by BSCIT department	Exploring Google products organized by BSCIT department	27/04/2020	30/04/2020	13	6
<a href="#">View File</a>						

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
FDP	22	15/02/2020	24/02/2020	8
Short term Course	1	19/04/2020	24/05/2020	36
Short term Course	1	12/08/2019	19/08/2019	8
Short term Course	1	11/11/2019	16/11/2019	6
Refresher	1	01/04/2019	20/04/2019	20

Course				
Refresher Course	1	05/12/2019	18/12/2019	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<b>Statutory benefits:</b> <b>EMPLOYEE'S PROVIDENT FUND</b> • RETIREMENT BENEFITS OF CONTRIBUTORY PF. • EARNED LAEVE • MATERNITY LEAVE OF 90 DAYS. •GRATUITY •EARNED LAEVE ENCASHMENT •TRAVEL CONCESSION, LSRC provided benefits: • FEE CONCESSION TO STAFF and THEIR WARD/S • LEAVE FACILITIES AS PER RULES • EMERGENCY LOAN FACILITY • LAPTOPS TO FACULTIES • ZERO BALANCE SALARY ACCOUNTS • FINANCIAL SUPPORT TO ATTEND CONFERENCE/RC/OC/• .	Non-teaching staff are paid festival advance of Rs.25000/ which is paid back on zero interest basis EMI.	•Book bank facility •Project room for students with WIFI facility and a computer • Fee concession/waiver to poor students • Microwave in the canteen • Workbooks • Scholarships/Frees hips as per Government policy • Part payment of fees facility to students

#### 6.4 – Financial Management and Resource Mobilization

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

Yes, Internal Auditor Name-Parekh Sharma Associates Statutory Auditor Name-IYER VISHWANATH Co
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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
NIL	0	NIL
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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#### 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	No	NA

Administrative	No	NA	No	NA
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

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

College organized orientation programs for the support staff to train them about the software.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. The institution has been recognized by the University of Mumbai as a PhD research centre in the subject of commerce (Business Policy and Administration). Five students are enrolled and registered under the guidance of Dr. Nerurkar. 2. An interdisciplinary ICSSR funded national conference was also organized on 30th March 2019 on "Emerging issues and trends in Travel and Tourism: Global Perspective, Issues and Challenges." 3. Library is well equipped with number of latest books on research methodology and E-Resources. The PhD students are oriented for Shodh - Ganga, Inflight to enhance quality of research. Acquire many more books for the library Back volumes of journals Braille/audio material for visually impaired. 4. The institution has constructed bigger auditorium, have provided ramps, and special toilets for differently -able persons. 5. Appointment of CAO. 6. Effective implementation of ERP for admission, examination and attendance 7. Intercollegiate academic festivals</p>
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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
2019	Regular meetings of IQAC	05/07/2019	05/07/2019	09/03/2020	39
2019	Orientation of newly admitted student's BA / BCOM / BMS / BAF / BBI / BMM / BFM / BSC IT	08/07/2019	08/07/2019	01/08/2020	200

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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	Period from	Period To	Number of Participants
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programme			Female	Male
Film screening of "Soch Sahi Mard Wahi" to sensitize the students on Gender Equality and the impact of Gender Socialization	03/03/2020	04/03/2020	20	7
Poster competition on Gender Equality in collaboration with Department of Sociology	16/08/2019	16/08/2019	31	7
Screening of film "Ungendered Spaces" in collaboration with Akshara.	26/09/2019	26/09/2019	60	37
Session on Cyber Crime	10/01/2020	10/01/2020	14	19
Discussion on POSH, Sexual Harassment at workplace, Sexual Harassment of Women and Children.	10/01/2020	10/01/2020	14	19
Session on POCSO, POSH, child abuse, advantages & disadvantages of Social Media.	11/01/2020	11/01/2020	11	20
Red Dot Foundation organized a talk on the topic of "Sexual Harassment" for junior college and non-teaching staff	27/01/2020	27/01/2020	10	9
Talk by Dr Samya Shinde on	05/03/2020	05/03/2020	17	4

Debating Gender Equality for degree college teaching staff				
Felicitation of female student achievers in the field of Sports, Cultural activities, NSS, NCC.	06/03/2020	06/03/2020	50	30
Felicitation of female teaching and non-teaching staff members.	06/03/2020	06/03/2020	50	30
Self Defence Workshop by sub inspector Shri. Chandravadan Gawai, from Mumbai police force and his colleague Shri Kalpak Dhodare attached to the Dadar police station	21/08/2019	22/08/2019	135	Nil
Self Defence Workshop by sub inspector Shri. Chandravadan Gawai, from Mumbai police force and his colleague Shri Kalpak Dhodare attached to the Dadar police station	27/08/2019	27/08/2019	100	Nil
Self Defence Workshop by sub inspector Shri. Chandravadan Gawai, from Mumbai police force and his colleague Shri Kalpak Dhodare attached to the Dadar police station	21/01/2020	22/01/2020	99	Nil
Self Defence Workshop by sub	28/01/2020	28/01/2020	42	Nil

inspector Shri. Chandravadan Gawai, from Mumbai police force and his colleague Shri Kalpak Dhodare attached to the Dadar police station

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. 15237.1 kwh was consumed using solar panel out of a total consumption of 136082.1 kwh. Approximately 11.20 per cent of power requirements of the College met by solar energy. LED lights are being used as power savers.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	Nil

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	21/06/2019	1	International Yoga Day	The International Day of Yoga aims to raise awareness worldwide of the many benefits	100

						of practicing yoga.	
2019	1	1	11/07/2019	1	Maharashtra Anti-Tobacco Mass Pledge with Sambandh Health Foundation	Create awareness about harmful effects of tobacco	500
2019	1	1	14/08/2019	1	Yuva Mahitidoot App awareness	Awareness Session about various initiatives of Govt. of Maharashtra	502
2019	1	1	20/08/2019	10	Relief camp for Sangli and Kolhapur Flood Victims with NSS Cell, University of Mumbai	Donation drive to aid the flood victims of Kolhapur -Sangli of Pune Division	300
2019	1	1	29/08/2019	1	'Fit India Movement'	To give a much-needed impetus to physical fitness and health.	100
2019	1	1	13/09/2019	1	Beach and Street clean up drive post Ganpati visarjan. cleaning up the areas around Juhu road,	To promote cleanliness	50



					Milan subway and Juhu Beach		
2019	1	1	23/09/2019	1	Session of "Social Inclusion - How To Learn Sign Language" in association with TEACH charitable trust	Motto of sensitising the students towards hearing impaired community	339
2019	1	1	30/09/2019	1	Online Poster making competition on the theme of "Together Against Corruption" in association with BRICS.	To spread awareness on the issues related to corruption through a thought provoking exercise of poster designing	71
2019	1	1	31/10/2019	1	Run for Unity With Govt. Of Maharashtra	Rashtriya Ekta Diwas Or National Unity Day To Commemorate The Birth Anniversary Of Sardar Vallabhbhai Patel	52
2019	1	1	26/11/2019	1	Anti-Plastic Movement (Bisleri Bottles for Change)	Promoting awareness about plastic ban	100

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

Title	Date of publication	Follow up(max 100 words)
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Sign boards have been put up in the college premises on • No mobile use • Regular Attendance Dos and don'ts instructions as provided on the website.	10/06/2019	1.The discipline committee has been appointed who regularly monitor whether students follow rules and regulations. 2.Class mentors have been appointed who regularly monitor mentees' attendance and also conduct meeting with parents regularly. 3. The attendance committee prepares the list of defaulters on regular basis.
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#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kargil Vijay Diwas	26/07/2019	26/07/2019	100
Independence Day	15/08/2019	15/08/2019	150
150th birth anniversary celebration of Mahatma Gandhi	02/10/2019	02/10/2019	100
125TH Anniversary of Historic Speech of Swami Vivekanand With Ramakrishna Mission, Khar	23/11/2019	23/11/2019	72
Republic Day	26/01/2020	26/01/2020	150
Intercollegiate Drill Competition	30/01/2020	30/01/2020	140
Maharashtra Day Celebration (ONLINE)	01/05/2020	01/05/2020	100
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Solar panels have been installed. - Use of LED lights. - Planting of trees in the college premises. - Encouraging students to use paper bags. - Students are discouraged from submitting projects in plastic files/folders. - Bisleri Bottles for change initiative.
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### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Practice I 1.Title of the Practice: Promoting scientific temper through research. 2. Objectives of the practice: • To provide conducive environment to inculcate culture of research among faculty and students. • To encourage the faculty to pursue Ph.D. and further research. • To organize seminars/conferences/workshops on the research theme. • To encourage faculty to publish research articles in reputed journals. • To encourage faculty to
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publish books with ISBN number. • To encourage faculty and students to present research papers in seminars/conferences. 3. The Context: Undergraduate students generally acquire knowledge through class room lectures and reference in the library. Carrying out research and making students understand real life situations is essential. Therefore there is a need for adoption of scientific techniques in education. The college initiates research activities through the motivating and providing basic research facilities to the faculties and the students and promote scientific attitude among staff and students. 4. The Practice: The institution has constituted Research Cell and Research Innovation Cell under the able guidance of senior faculty members and external expert for the promotion of research culture in the staff and students. Faculty members are encouraged to participate and present their research papers in National and International Conferences/Seminars/Workshops/Symposiums for which the college provides duty leave and financial support in the form of reimbursement of the registration fees. Faculty members are motivated to apply for research grants to different funding agencies. Developing research skills is given a lot of emphasis in the institution. To encourage and advance research temper in young students research workshops/ certificate course and research paper presentations are done. The college provides computing and internet facility, e-journals and INFLIBNET for research scholars and teachers. The library provides internet facility to the students. Students are encouraged to participate in AVISHKAR for developing their research attitude. The college organizes Seminars/Conferences/Workshops on various research themes. Experts from academia and industry are invited for lectures to guide the students on the ongoing developments in the field. The staff academy constituted in the institution conducts lectures for the faculty to expose them to the new knowledge in contemporary topics. Inhouse department publications encourage faculty to publish research articles, reviews and discussions and debates on current topics of interest in their field which is then uploaded on the college website. 5. Evidence of Success: After the implementation of the promotion of research as the best practice, the college has observed successful outcomes in research. • During the year 2019-20 senior faculty member CA Mahesh Sathe received his doctoral degree. Currently 8 faculty members are actively pursuing their doctoral degree. • The college has a research center for PhD in Commerce since 2018. Dr Anupama Nerurkar is a recognized research guide in Commerce and currently 5 students are enrolled under her guidance. • The faculty regularly publishes papers in peer reviewed journals notified by UGC as well as publishes ISBN books related to their areas of specialisation. • The college provides financial support by reimbursing registration fees to teachers for attending and presenting their research work in conferences/seminars/workshops. • The Commerce Department organised I.C.S.S.R (W.R.C.) sponsored National Interdisciplinary Conference on "Changing Dynamics of Business in the 21st Century" on 11th January 2020. The conference started with a panel discussion that gave new insights on the changing dynamics of business. The panellists stressed on the fact that in future, Innovative ideas will lead the business. The panellists consisted of 1 Mr. Ashwin. Sharma (Product owner, Thomas Cook) 2. Dr. Parag Ajgaonkar (Principal of N. M. College) 3. Mr. Manoj Vidwans (Global V.P of Tech Mahindra) The post lunch session began with paper presentations. Faculty and students participated in the conference sharing their ideas through discussions. Thirty-six research papers were published in UGC approved Care Listed Journal, 'Shodh Sanchar Bulletin', an international Multidisciplinary Quarterly Bilingual peer reviewed Refereed Research Journal, volume 10, Issue 37, January to March,2020 • Mr Rahul Dandekar, Assistant Professor, Department of Economics has received minor research grant of Rs 35000 from University of Mumbai for the project 'A Study of Secondary School Students' Attitude towards Education, Study Habits and Academic Performance in Relation to their Socio-Economic Status. • The Department of Psychology conducted a 4-part lecture series by Ms Cicilia Chettiar (HOD, Department of

Psychology, SNDT University) on 1st July 2019 titled Framing a research question, 17th January 2020 titled Hypothesis testing and types of statistical test., 24th January 2020 titled Inferential Statistics and 28th February 2020 titled Interpretation of data and report writing respectively to inculcate and enhance research aptitude amongst the TYBA students. The lecture series focused on tapping upon the entire research cycle from question formulation to report writing. Also to help students receive constructive criticism and feedback on their research topics and paper from their fellow students they presented their research papers on every fourth Friday of the month i.e. 19th July 2019, 16th August 2019 and 20th September 2019. • Three groups of students participated in Avishkar Research Convention organised by Mumbai University. There were 2 groups that presented their research done on 2 different topics namely "Differences in Happiness and Life Satisfaction between people practising meditation and people not practicing meditation" and the next one being "Impact of 2 different coloured highlighters on memory in college students in Mumbai. The former group got through both the rounds at the zonal level which consisted of poster making and power point presentation held on 24/12/2019 at the Vivekanand College Chembur and reached the inter zonal level held at KC College on 4/1/2020 but unfortunately failed to make it to the next round. The latter group got through the poster making round at the zonal level but did not make it to the power point presentation level. Two groups won the poster round at the zonal level, and one group got selected for inter zonal round. • The Department of Economics conducted 20 hours certificate course on "An Introduction to Data Analysis using R software and MS Excel", 6 days certificate course on "An Introduction to Research Methodology for Social Sciences" and one day Workshop on Action Research. • The Department of Sociology conducted a session on SPSS by Ms Neha Dalal. • History Department conducted certificate course on "Introduction to Ashokan Brahmi Script" from 27th July to 31st July 2019. Around 50 students had joined and successfully completed under the guidance of two recourse persons Mr. Sandeep Dahisarkar and Ms. Pooja U. Yadav. • The staff academy conducted lectures for the faculty on topics related to humanities, social sciences, pedagogy, commerce and management. Problems encountered and resources required: It is a challenge to sustain motivation of students and faculty. Practice II- 1. Title: Promoting Gender Sensitivity 2. Objectives of the practice: • The Gender Sensitisation Programmes seek on embedding gender equality amongst students and ensuring an inclusive, gender-responsive learning environment. • To create a gender just society. • to raise gender consciousness and awareness on gender inequality. 3. The Context: Gender sensitisation is the major concern in higher education today. To promote gender equity and to maintain equality on the campus one needs to create gender awareness. There is a need to raise public consciousness on gender inequality. There is a need to inculcate in the younger generation the need for equality between the different genders and prevent violence against genders and to empower them. 4. The Practice: The institution has signed an MOU with Akshara Centre to jointly train students in becoming agents of social change. Along with the centre the institution undertook various activities to create gender awareness. An MOU was signed with the Red Dot Foundation, an NGO which looks after the safety of women and children funded by the Canadian consulate. The institution entered into a partnership with Red Dot Foundation to create safe campus culture and to reduce the risk of sexual violence on campuses. The college attempts to ensure gender equality through organising various workshops, seminars, poster competitions, guest lectures etc. The college also organises talks to make women aware of their rights. The institution attempts to inculcate awareness about various malpractices against women like sexual harassment and abuse through skits, talks and power point presentations. The institution aims to educate and inform the female students about how to avoid becoming a victim of crime by providing hands on training on self-defence. Making these activities as a learning opportunity for the

students, the institution not only aims at empowering women but also aims at instilling self-confidence. This ensures a holistic development of the students by shaping their personality and enhancing their capacities. 5. Evidence of Success: • Department of Sociology along with ICC organised a poster competition on "Gender Equality" for FYBA students on 16th August 2019. • Two workshops were conducted on Self Defence for the female students across the college by sub inspector Shri. Chandravadan Gawai, from Mumbai police force and his colleague Shri Kalpak Dhodare, both are attached to the Dadar police station and are trainers and well versed in the field of self-defence. Students were not only taught methods of self-defence like leg locks, low kicks and power punches to mention only a few, but also imparted very valuable tips on how one should deal with one's opponents should the situation arise. The first series of workshop was conducted on the 21st, 22nd and 27th August 2019 attended by 187 students, and the second workshop was conducted on the 21st, 22nd and 28th of January 2020 attended by 141 students. • Akshara centre in collaboration with the L. S. Raheja College conducted programs to sensitize the students of the college. On 26th September in collaboration with Akshara the film "Ungendered Spaces" was screened. Students presented skit on gender equality issues in the college auditorium. • The ICC of the L. S. Raheja College organized an entire week of events from 3.3.2020-7.3.2020 leading up to Women's day. On the 3rd and 4th of March there was a film screening of Soch Sahi Mard Wahi which helped to sensitize the students on Gender Equality and the impact of Gender Socialization. Dr Samya Shinde, Assistant Professor in the Dept. of Sociology delivered lecture to the staff titled Debating Gender Equality ( 5.3.2020), Female student achievers in the field of sports, cultural activities, NSS and NCC were felicitated as well as there was felicitation of female teaching and non-teaching staff appreciating their efforts towards institution building and guidance to the students ( 6.3.2020) and thought provoking lecture was conducted by Advocate Nausheen Yusuf of the NGO Majlis on Women's Rights (7.3.2020) • Department of Sociology screened movies like "Mirch Masala" (3rd February 2020), "In the mood for love (7th January 2020) to highlight the issues of Caste and Gender and homosexuality issues in the Indian Society. Events conducted with Red Dot Foundation • The Red Dot Foundation conducted 3 days' workshop from the 21st November 2019 to 23rd November 2019. 5 students of the college (2 bo

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

<https://www.lsracheja.org/naac>

### 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

L. S. Raheja College of Arts and Commerce has endeavoured to achieve equity in education as expressed in its vision. 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 socio-economic background. 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 institution encourages its non-teaching staff to pursue higher education by securing their admission in the institution. The institution takes pride in promoting gender sensitivity and equity through various programmes conducted by ICC and individual departments. The institution uses alternate source of energy through installation of solar

panels and by replacing lighting fixtures with LED lights. The college takes social responsibility seriously and students and faculty are actively involved in community service through the social outreach mechanisms like DLLE and NSS.

The institution works closely with the students to shape and refine their innovative ideas and thus laying the path for entrepreneurship. The institution organises various intra-collegiate fests with the objective of helping students to understand the theoretical concepts and get hands on experience in the business management skills. These activities boost students' creativity and learning through practicality. It also helps students to apply their classroom learnings by using different direct marketing tools to market their stalls and make a sale. It facilitates a platform for students to showcase their entrepreneurial talent and hone their managerial skills. An illustration of this would be the tech-enabled lamp developed by the IT Department. In 2019-20 B.Sc-IT students have made electric Samayi which works on Wi-Fi. The lamp can be lit up using an app with just a click of a button

Provide the weblink of the institution

<https://www.lsracheja.org/naac>

### **8.Future Plans of Actions for Next Academic Year**

• Gender audit • Green audit • e-learning • National and international conferences • Professional development courses for teaching and non-teaching • Full digitalization of library-procurement of e-resources • Certificate/Add-on and value-added courses