



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	L. S. RAHEJA COLLEGE OF ARTS & COMMERCE.
• Name of the Head of the institution	DR. DEBAJIT N. SARKAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02226609320
• Mobile no	9820134065
• Registered e-mail	principal@lsraheja.org
• Alternate e-mail	anupama.nerurkar@lsraheja.org
• Address	RELIEF ROAD, SANTACRUZ (WEST),
• City/Town	MUMBAI
• State/UT	MAHARASHTRA
• Pin Code	400054
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	UNIVERSITY OF MUMBAI				
• Name of the IQAC Coordinator	DR. ANUPAMA NERURKAR				
• Phone No.	9819059927				
• Alternate phone No.	02226609320				
• Mobile	9819059927				
• IQAC e-mail address	iqac@lsraheja.org				
• Alternate Email address	anupama.nerurkar@lsraheja.org				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.lsraheja.org/wp-content/uploads/2021/12/AQAR-2020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.lsraheja.org/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	88.15	2004	08/01/2004	07/01/2009
Cycle 2	A	3.12	2011	16/09/2011	15/09/2016
Cycle 3	Nil	Appeal is Pending	2022	Nil	Nil
6.Date of Establishment of IQAC			24/04/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	No File Uploaded
9.No. of IQAC meetings held during the year	03
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> • Professional development programme for teaching & non-teaching staff, • Certificate/add on courses, • Celebration of national/international days. • Add-on course / Course work for Ph.D. • Training Programme for use of EBSCO (e-resources) and KIBO. 	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Deeksharambh for FY students	Conducted on 12/09/2021
Workshops	13 workshops conducted
International workshop by Department of Maths	1
Celebration of national and international days	Various important days celebrated online through quizzes, seminars etc.
Staff academy	5 programs conducted
Professional Development programme for teaching staff	Demo on ERP conducted for the teaching staff
Professional Development programme for non-teaching staff	Adapt or Perish
Intercollegiate academic festivals	Parallax, Retake
Counselling	Online personal counseling
Webinars	12
Certificate/add-on courses	9
Expert lectures	8
WOW Math's short-term course	1
Gymkhana activities	10
Industrial/educational visits	9

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

Name	Date of meeting(s)
IQAC	19/12/2022

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2022-2023	15/12/2022

15. Multidisciplinary / interdisciplinary

L. S. Raheja College is a College affiliated to the University of Mumbai and hence need to strictly adhere to the Curriculum prescribed by the University of Mumbai from time to time for various programmes / courses. L.S. Raheja College had taken proactive steps in supplementing the knowledge of the students as also enhancing skills of the students even before the announcement of (National Education Policy) NEP 2020, which will be evident from the further elaboration in this note. We have been fortunate to have NEP 2020 which will transform Indian Education System drastically over a period of time. As the first step towards implementation of NEP, 2020 our College has started preparing Institutional Development Plan (IDP) to transform our College into holistic multidisciplinary College. Management of Sadhana Education Society has a College of Education housed in the same campus, which is an advantage to our College wherein we will be able to enhance academic activities in various Departments of our College in collaboration with the College of Education. University of Mumbai has introduced Choice Based Credit System (CBCS) in all its affiliated College. In the first and second year of all the programmes in Arts and Commerce, the University has introduced Foundation Course, which covers various topics in humanities and sciences like Overview of Indian society, Concepts of Disparity, The Indian Constitution, Significant Aspects of political processes, Globalization and Indian Society, Concept of Liberalization, Privatization and Globalization, Human Rights - Origin and evolution of the concept, Universal Declaration of Human Rights, Ecology, Understanding stress and Conflict, Managing stress and conflict in contemporary society , Science and Technology, Development of Science, Nature of science, Science and superstition, Science in everyday life, Laser Technology, Geographic Information System, Remote sensing, Satellite technology, Global Positioning system and Information and Communication system.. Moreover, at the first year of BCom there is a compulsory subject called 'Environmental Studies'. This subject includes topics like Environment and Ecosystem, Natural Resources and Sustainable Development, Population and Emerging Issues of Development, Urbanisation and Environment, Solid waste Management for sustainable Society, Agriculture and Industrial Development, Tourism, Environmental Movements and Management. In our Arts and Commerce College, we have introduced Science stream which is Bachelor of Science (BSc) Degree with specialization in Information Technology.

To sensitise students about the societal issues. College has signed MoU with Akshara Foundation an NGO. With the help of this NGO, awareness is created among students by conducting sessions on the problems in the Society like Gender Sensitivity.

16.Academic bank of credits (ABC):

Though the University has yet to introduce 'Certificate' after passing First Year, 'Diploma' after passing Second Year of the programme, multiple entry system for students at any of the three years degree programme is already in existence in our system. As stated earlier the University has already introduced CBCS, however the University has yet to register for Academic Bank of Credit (ABC).

17.Skill development:

College has yet to venture into introduction of formal vocational courses and formal skilling courses which may lead to Degree in relevant courses. However, the College has already been conducting lectures for regular course in hybrid mode (online and offline) Besides regular curriculum, the College conducts certificate courses in Skill Development Digital Media Marketing, English speaking, Data Analysis using R software and MS excel, GST.

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

In order to introduce experiential learning, students are made to do projects on various current topics which are credit based. This helps students as well as faculty to be updated with the current scenarios in various contemporary fields. To make students aware of Ancient Indian Culture, the College conducts courses in 'Modi Script' and also 'Ashokan Brahmi'. With this, students will be able to go through the Ancient Indian Literature in those scripts / languages. Almost all the teachers of the College have knowledge of at least one Indian language. In fact because of cosmopolitan population of Mumbai some the teachers can understand more than one Indian languages other than their mother tongue. Since past many years, as per the University directive, the students are permitted to write answers in Marathi or Hindi in their examination. The teachers have been assessing the answer books of the students written in Marathi or Hindi without any difficulty.

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

In order to make teaching-learning more effective particularly in the subject of Mathematics and Statistics as well as Accountancy, the College has introduced tutorials which are conducted in smaller

groups to make learning more effective. Faculty is encouraged to create workbooks for the subjects like Mathematics and Statistics, Economics and Accountancy. This has immensely helped the students to gain insight in the subjects. Subject of Foundation Course introduced at the first year and second year of Arts and Commerce, includes the topics like Overview of Indian society, Concepts of Disparity, The Indian Constitution, Significant Aspects of political processes, Globalization and Indian Society, Concept of Liberalization, Privatization and Globalization, Human Rights - Origin and evolution of the concept, Universal Declaration of Human Rights, Ecology, Understanding stress and Conflict, Managing stress and conflict in contemporary society, Science and Technology, Development of Science, Nature of science, Science and superstition, Science in everyday life, Laser Technology, Geographic Information System, Remote sensing, Satellite technology, Global Positioning system and Information and Communication system. which relate to valued based education. Also, several guest lectures are organised by the College inviting veterans from industry like Mr Nityanand Singh - ICICI Foundation, Mr. K. Sukumaran Dean, NISM, R J Danish from Hungama Digital, Mr. Anshul Goel-Vice President & Zonal Head Sales and Distribution, Motilal Oswal Asset Management Company, Mr Ketan Vaidya from DNA India, Mr. Kirtan Shah CEO Ambition Learning Solutions, Mr. Zaheer Sayed, ACCA Director Financial Planning Academy, to name a few. Quite a few aspects of NEP 2020 have already been implemented by the College over a period of few years. L. S. Raheja College is heading towards complete implementation of NEP 2020 within the framework set by the University of Mumbai from time to time.

20.Distance education/online education:

The National Education Policy 2020 has made several welcome recommendations. If these recommendations are implemented in letter and spirit, will bring about much good in education. One of the recommendations under Sustainable Development Goal 4, is Distance learning/Online education. At the College level, teachers and students were trained with usage of online teaching-learning technology. The college has the best of IT infrastructure to support online teaching-learning. Since March 2020, the college is successfully conducting regular online classes and examinations. Moreover, the college is also successfully conducting add-on/certificate courses (30 hours) on Finance, IT, Media, Banking etc. completely online. There are more than 300 students attending online classes. College also has introduced Honours Certification Programme of 21 Credits in three years in Sociology, Psychology and Economics which are being conducted online.

Extended Profile

1.Programme	
1.1	460
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	2856
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	495
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	841
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	35
Number of full time teachers during the year	
File Description	Documents
Data Template	View File

3.2	35
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	196.68 Lakh
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	104
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is permanently affiliated to University of Mumbai. All programmes introduced and courses offered are as approved by the University. The curriculum is designed by the respective Board of Studies.

The college has a well planned delivery of curriculum so that students can achieve their learning goals. Students are advised against absenteeism in lectures/tutorials/practicals.

The teachers were given training for online teaching and LMS was instituted for smooth conduct of lectures. Teachers guide the students beyond the online teaching. Workbooks are prepared for a few courses to ensure practical training. Various evaluation techniques like case studies, quizzes, etc. are used to assess the effective delivery of the curriculum and students' understanding of it. Teachers conduct regular tests after completion of each unit in the syllabus.

The college has a system of mentor-mentee to monitor students' attendance, discipline and assist students whenever necessary. Students participate in intra college and inter collegiate festivals which hone their academic and leadership skills, thus broadening their horizons.

There is documentation of attendance, lecture plans, academic plans/activity calendar, notes for private circulation, syllabus copies, etc. Students have access to e-resources through the library and material regularly posted on the websites.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

As per the academic calendar, the examination committee decides well in advance the dates during which the internal examination will be conducted, semester wise and this is submitted to the IQAC.

Continuous Internal Evaluation is in the form of:

- Project work for FC-I and FC - II and forBAMMC.
- 25 marks test for the rest of the unaided programmes.
- Project of 20 marks for TYBA
- Class tests are conducted at regular intervals.

Orientation is conducted for students at the start of the academic year at which the nature of continuous internal evaluation is explained to them. Further updates/ clarity is given during parents - teachers meetings which are held by each department. Departmental heads/coordinators monitor the time table for each CIE and ensure that it adheres to the academic plan outlined by the Principal/HOD/IQAC.

The implementation of CIE system at the institute level is incorporated to ensure the following:

1. To monitor students' progress.
2. To evaluate the learning outcome of students.

3. To give timely feedback to the students.

4. To take remedial measures based on performance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

11

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

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

9

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

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

747

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

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

The College encapsulates various cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability through curricular, co-curricular and extra-curricular activities.

In Business communication, Marketing and Human Resource Management, Business ethics and corporate governance, students are taught ethics in business practices as a part of the curriculum. The institution strives to inculcate professional ethical values in students. The Accountancy syllabus includes a topic on 'Ethics in Accounting', teaching students the ethical aspects to be borne in mind while maintaining accounts and presentation of financial statements.

In TYBA Sociology, students have a paper on 'Sociology of Gender'

and 'Gender and Society in India: Contemporary Debates and Emerging Issues'. The Department conducts webinars and competitions to inculcate gender equality.

The Foundation Course exposes students to human values and fundamental rights through projects, presentations and viva. The institution also creates awareness of human values by celebrating Consumer Rights day, World Mental Health Day, World AIDS Day etc.

In Environmental Studies course, the curriculum is associated with the environment and ecosystem, so students develop a sense of responsibility towards the environment and realization of sustainable development. Clean Diwali, Green Diwali (Eco friendly celebration techniques), Vrukshit (Sapling plantation) help students implement the curriculum in practice.

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

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

70

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

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

1759

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.lsracheja.org/igac/#FeedbackAnalysis
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lsracheja.org/igac/#FeedbackAnalysis

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2856

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

484

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution is aware that the student's learning abilities differ. The first half of the academic year being struck by pandemic the institution is considerate towards not only the learning levels but also towards the aids the students have for learning online. Following efforts are taken to identify learning levels of students:

- Students are encouraged to self-assess their learning abilities by facilitating detailed curriculum of the programme in an online Orientation Session.
- A survey was conducted to collect information about the availability of the device and internet facility and readiness of students to attend college offline so as to plan our academic sessions better
- Faculty and mentors assess the learning levels of the students on the basis of student's performance in past examinations, CIE and engagement in lectures.

Programs for slow learners (academically weaker):

Bridge Courses

E-content (ppt) and E-books/ E-journals

Regular Assignments / Tests

Extra Time is provided during examinations to Students with Learning disabilities as per University rules.

Programs for advance learners:

- Mentors guide and motivate ADVANCE LEARNERS regularly.
- The rankers were felicitated during Prize distribution
- Students were encouraged towards research activities like write and present research papers / articles in departmental publications.
- Students are encouraged to join certificate add-on courses.

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

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

Number of Students	Number of Teachers
2856	35

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The Institution believes in student centric methods in the learning process and so following practices are implemented:

- This academic year, due to lockdown and restrictions on on-campus lectures, all the lectures are conducted online on the College approved platform, i.e., Microsoft teams in the first

term and second term the lectures were conducted in hybrid mode.

- Students are encouraged to participate and organize activities like online Quiz and online Practical problems solving events.
- Many events are conducted where students have an opportunity to experience the real world like business presentation competition, Ad mad competition etc.
- Participative learning takes place when students are encouraged to take up few topics and make a power point presentation in the class, other Group projects help them to discuss and understand the topic Additionally, students undergo activities like short film making, case study, discussions, etc.
- To enhance Problem solving abilities workbooks are distributed to students in the subject of mathematics and economics.
- Interdepartmental collaborative activities promote sharing of thoughts/knowledge and

develops organizing and leadership skills among students. It inculcates the spirit of teamwork among the students. Many Participative seminars and workshops are organized on regular basis.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

College has bought complete LMS to enable enhanced teaching learning experience and online examination during the year considering the need of the present times. Teaching Plan is shared well in advance. Infrastructure is ICT enabled. All of teachers use ICT regularly during the lectures and other innovative teaching learning pedagogies which helps to improve students' engagement in online lectures. Teachers use Power point presentations which improves the understanding of concept and helps knowledge retention.

All the lectures are recorded which a student can revisit if needed. E-learning material is available to students as teachers upload their power point presentations, tutorial sheets, etc. on the College website. Students are encouraged to pursue online add on courses offered by the college in collaboration with Industry.

Videos of the current topics are shared with students. Teachers provide guidance on reading materials which enables student to make use of Library which is well equipped with E resources like NDLI, N-list and EBESCO. Few teachers also share articles, journals/books which are available online. Teachers also extensively use open resources that are available like Edpuzzle, Apex, Quizlet, E-Patshala and youtube videos.

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

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

307

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

2.5 - Evaluation Process and Reforms

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

The College follows University of Mumbai guidelines related to internal assessment. The Institution conducts Internal evaluation for all unaided programs i.e. BAF, BBI, BMS, BSC-IT, BFM and BMM. In aided section, internal evaluation is only at FYBA/BCOM. for Foundation course I and SYBCOM/BA for Foundation course II M.com all subjects have internal exams and Sem III and IV have projects.

Due to COVID 19 SOPs, just like the external exams, internal exams were also conducted on the College LMS. Following procedures were instituted:

- MOCK exam conducted before every session of exam.
- Timetable for all internal examination is displayed on notice board as well as website.
- Question papers are drawn as per the pattern suggested by University and the Pattern is communicated to the students well in advance.
- Correct answers are entered by paper setters to ensure the automated evaluation on the software.
- After every test and semester end examination, results are declared within the stipulated time
- Those students who face genuine technical issues are allowed to appear for re-scheduled exams and those could not appear for examinations due to genuine medical reasons and or while representing college in various other activities are allowed to appear in additional exam . All such cases are scrutinized and verified by committee.

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

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

Circulars of University of Mumbai (VCD) are available to deal with examination related grievances LSRC has a transparent Grievance redressal and strictly adheres to the examination circular released by the University on timely basis. A student can raise his grievance at any point of time by giving an application to the exam committee.

Academic year 2021-22 was marred by the pandemic related lockdown. All examinations of first term were conducted online on College's LMS platform. Right from accepting an application for exams to conduct of exams followed by result generation was facilitated on the LMS.

To acquaint them with the portal, students were provided with a demonstration followed by mock examination. In case the student faced any issue with applications, they could report the matter through email or visit College office for solutions.

During the exams, students' issues like log in failure, network failure or any other technical difficulty were resolved by the IT team and faculty. A helpline number and an email ID was instituted

for the same. In case, the immediate solution wasn't available, students were allowed to undertake re-exam as per the guidelines of the University.

Feedback is taken from students regarding conduct of examination on the last day of every examination.

In the second semester, offline examination was conducted as per the revised norms of University of Mumbai with regards to the paper pattern and total marks.

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

2.6 - Student Performance and Learning Outcomes

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

Dissemination of POs, PSOs and COs Broad objectives and outcome of graduate program are enshrined in vision mission statement of the College. The vision mission statement is published in the College, prospectus and institutional website. The prospectus specifies learning objectives of all the programs. Potential learners are introduced to the opportunities and expected outcomes of graduate program during the orientation programs organized specifically for FYs. Parents of first year students are informed about the expected graduate program outcomes and their cooperation is sought during the PTM. Motivation lectures organized for first year students focus on creating awareness about some of the projected outcomes such as social growth and employability through smart goal setting.: A good number of syllabi prescribed by the University state POs / COs or objectives of the program which deals both with the need for the course and expected outcome. The syllabi are made available to all the stake holders. In cases where outcomes or objectives are not specified in the syllabus, individual departments have stated the same. POs and PSOs have been uploaded on the college website. Faculty members involved in syllabus framing are themselves instrumental in formulating PSOs and Cos at the University level. All the departments ensure participation of concerned faculty members in syllabus revision workshops wherein content, objectives /outcome and resources for the revised syllabus are discussed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The aim of measuring the attainment of Programme and course outcome is to upgrade the quality of teaching learning in the college. The attainment of programme outcome, programme specific outcome and course outcome are evaluated in two ways by the institution- viz- Direct and Indirect.

The Direct method includes course wise result analysis after every examination wherein the institution has created a model to map the attainment levels to the defined outcome. The indirect method includes collection of placement data and higher education progression data.

The college believes in assessing the learning level and attainment of course outcomes at regular intervals and thus various activities are conducted regularly during the lectures itself like class test, Mock Interviews, Group Discussion, PPT competition, Exhibitions etc. The results of these activities assist the teachers to upgrade the teaching methodology and help students to attain the final course and programme outcome.

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

2.6.3 - Pass percentage of Students during the year

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

831

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

2.7 - Student Satisfaction Survey

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

<https://www.lsracheja.org/igac/#FeedbackAnalysis>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. This is mainly done through NCC, NSS, and DLLE units of the college. They aim at sensitizing them towards community and social welfare, and their responsibility as citizens towards creating a self-sufficient and well-informed country.

Activities such as beach-cleaning campaigns create social awareness towards our environmental responsibility, health and hygiene.

Strengthening rural population through awareness programmes in villages helps the nation that is made up of 70% rural population.

The college also aims at creating a sense of social inclusion, which is against discrimination. This creates a life of responsibility, with humanitarian principles.

Protecting youngsters from self-sabotage through drugs and other evils is also our top priority. Voters Education and Electoral Participation, and donation camps aim at inculcating responsibility and compassionate way of thinking and living. Blood Donation Camps, also induce social responsibility among students.

Unity, integrity, and equality are also the values that are inculcated in young minds, thereby focusing on holistic development of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/join/entrepreneurship-cell/

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

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

2

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

12

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

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

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

1

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

3.4 - Extension Activities

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. This is mainly done through NCC, NSS, and DLLE units of

the college. They aim at sensitizing them towards community and social welfare, and their responsibility as citizens towards creating a self-sufficient and well-informed country.

Activities such as beach-cleaning campaigns create social awareness towards our environmental responsibility, health and hygiene.

Strengthening rural population through awareness programmes in villages helps the nation that is made up of 70% rural population.

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Unity, integrity, and equality are also the values that are inculcated in young minds, thereby focusing on holistic development of the students.

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

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

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

0

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

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

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

7

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

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

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

520

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

3.5 - Collaboration

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

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

1

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College makes optimal use of the space available and ensures that modern teaching and learning facilities are made available to the students and teachers. The College has 19 classrooms, equipped with white boards and overhead projectors. There are four laboratories - computer laboratory, psychology laboratory, ENTC Laboratory and statistics laboratory. The College ensures that there are sufficient computers, IT equipment and software to cater to the needs of the students. The entire college campus is Wi-Fi enabled with 50 Mbps speed. The security of the college is ensured through deployment of security personnel and installation of CCTV cameras.

The College has an Audio-Visual room and an Auditorium equipped with latest technological equipment and are used as media centres for

screening documentaries & films, apart from being used as lecture rooms.

The College staff room has a computer and printer for the use of the teaching staff. A separate Research Room, equipped with a computer and printer is available to the staff and students for pursuing research activities.

The college has a Girls' Common Room and washrooms on every floor for the students. There is a separate washroom for differently-abled students & staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/facilities/

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

The College believes that it is in their formative years that students learn to compete, to play fair, to lead, to collaborate and to work in and as a team. Thus, it provides the students with a solid foundation to participate in sports and cultural activities.

The college has a well-equipped gymkhana measuring about 900 square feet and outdoor sports facilities. The gymkhana hosts indoor sports like table tennis, carrom and chess and also serves as a yoga centre. The college has a sports ground which is used for playing and practising outdoor games. It appoints coaches for various sports. The annual sports day featuring athletic events is held on the college grounds.

Associations like the Extra-Curricular Committee, Marathi-Vangmay-Mandal, Hindi-Yuva-Manch & Gujrati-Sahitya-Mandal provide the students with a platform to showcase their creativity and talents. Students are encouraged to participate in intra and inter-collegiate activities. Gifted students are identified and groomed for participation at inter-collegiate and university events. The students organize inter-collegiate festivals like Parallax and Retake which hone their leadership and organizational skills. The College has a state-of-the-art Auditorium which is used by the students for showcasing various art forms. Students have an extra-curricular activities room for planning and executing various

events .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/students-portal/gymkhana/

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

25

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

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

65.56

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Raheja College's Library is a treasure of knowledge having a rich and diverse collection of 60845 books, 44 journals, periodicals, newspapers, e-books, e-journals, theses, maps and CDs. The library remains open from 7 a.m. to 7 p.m.

Library House Keeping Activities:

The Library House Keeping activities are fully automated since 2005-06, using LIBSUITE Library Management Software. From 2015-16, the library has implemented Library SLIM21 Integrated Library Management Software. Barcoding technology is used for Visitor's Login, Issue, Return and Stock Verification.

Modules of SLIM21 Integrated Library Management Software are Used:

- Cataloguing:
- Circulation: Issue/Return with E-Mail Integration
- Serial Control
- Acquisition
- WEB OPAC
- Reports
- Stock Verification
- Add on Module: LibvizLog (Visitor's Login): to monitor footfalls

Name of ILMS software:

LIBSUITE

Nature of Automation

Fully

Year of Automation:

2005-2006

Name of ILMS software:

SLIM 21

Version

3.7

Year of Automation:

2015-16

Library Website: Library has an independent website linked with the college website. Resources linked are EBSCO e-Journals (1100+ journals and database of 1200 company profiles), N-LIST database, ,Open resources & Institutional Repository (of past years' question papers, syllabus, teachers' publications and government circulars.)

4. Book Management: Open Source Software Calibre E-Book Management

Facilities for Visually Impaired students: KIBO (Knowledge In Box

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://lsrahejacollegelibrary.org/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

3.45 Lakh

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

682

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

4.3 - IT Infrastructure

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

The college aims at optimizing the use of technology in its operations related to teaching-learning, administration and library. It has adopted an ERP (Mastersoft) for managing its entire administrative functions including admissions, payroll, leave records and examinations. The office is equipped with Desktops and Thin-Clients with LANconnection.

The college has an in-house IT team which ensures the smooth functioning of the various IT systems and IT infrastructure of the college. The college campus is equipped with Wi-Fi access points covering the entire campus. College has a server room housing four servers, firewall and network storage. The internet bandwidth is 50 Mbps leased line.

Each classroom is equipped with overhead projectors. The online teaching is conducted using MS-Teams Platform. The college has an Audio-Visual room and an Auditorium equipped with projector facilities, excellent sound systems and Wi-Fi internet connections. All computers in the college have licensed copy of Windows 10 and MS office.

The college library is fully digitalized and is equipped with computers and other IT equipment for the use of students and staff. The library also has a UGC sponsored Network Resource Centre with 2 computers and a printer and a separate project room having 20 Thin-Clients.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.lsracheja.org/facilities/

4.3.2 - Number of Computers

155

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

13.71

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College prepares a master budget based on the individual budgets of various departments and associations at the beginning of the year and presents it to the CDC for its approval.

The Purchase Committee procures the goods approved by the CDC through a process of inviting quotations, selection of appropriate quotation, issuance of Purchase-Order and checking the products delivered for conformity with the required quality and quantity.

The College has various AMCs to ensure that the infrastructure is maintained in sound condition. College maintains a register to track usage of the assembly hall. The college ensures that repair of infrastructure and servicing of equipment is carried out as required.

The college has SOPs in place to ensure effective utilization of resources, prevent damage or wastage and delegate responsibility towards upkeep and maintenance.

The College has a Library Advisory Committee which defines the major policies of the library. The library also assesses the needs of the students through student surveys and recommendations.

The Gymkhana Committee identifies the indoor and outdoor sports that can be made available for the students. Appropriate budgeting for the sports infrastructure is then made to ensure optimum sports facilities to the students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

79

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

38

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.lsracheja.org/wp-content/uploads/2022/12/5.3.1-AQAR-2021-2022.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

649

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

649

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

141

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

An Ad Hoc student council was made, since election could not place due to Covid pandemic outbreak. However, despite the challenges; a lot of online and offline activities were conducted and organized by

the ad hoc student's council in the year 2021-2022. The council comprised of Contingent leader, Chairperson, Student representatives and Class representatives.

Student representatives were actively engaged in organizing online and offline activities in the 2021-22. College festivals like Parallax, Retake, Raheja week etc were organized with the help of Ad Hoc Student council.

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 to the canteen food, hygiene, cleanliness, etc.

3. Gymkhana committee - to inculcate the spirit of sportsmanship and maintain a climate of healthy living.

4. Library Advisory committee- students actively give suggestions for book bank and give feedback regarding books required.

5. IQAC: Two student representatives in IQAC

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

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

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

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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 18th February, 2022. A total of 80 people registered for the event, and 52 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 and 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.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The priority and thrust of the institution is to offer quality education which will lead to inculcating holistic values among the students. The vision and mission of our college conveys the values that we desire to add to the lives of the students, thus making an impact on the community. The governance of the College, steered by the College Development Committee is decentralized, transparent and transformational. The CDC consists of management representatives, Principal, external academic experts, IQAC coordinator, alumni representative and teachers' representatives. Teachers are trained in the latest technology for an effective teaching learning process. The NSS, NCC and DLLE programmes prepare our students to lead disciplined, dignified lives and be responsible citizens. The institution provides various soft skill programmes and value-added courses for holistic development of the students. Student representatives are encouraged to participate in various events. Career guidance lectures/ seminars are conducted for students to make them aware of the available career opportunities. The college has a recognized Research Centre in Commerce (Business Policy and Administration) headed by Dr. Anupama Nerurkar. 5 students are currently enrolled in it. The College has developed a Research Innovation Cell headed by Dr M.Z.Farooqui.

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

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

The College inculcates participative management among the students and aims to build commitment and develop initiatives within work teams. It is a practice for empowering student members to participate in organizational decision making. Further, the teachers believe in delegating the responsibility of decision making to the students. To enable this, the college organizes annual festivals like Parallax and Retake every year.

This year due to the Covid 19 protocols, these intercollegiate events were organized virtually.

All the activities in these events are planned, organized and executed by the students. The teachers act as mentors and guide the students.

The Teachers select Contingent leader (CL) and Chairperson (CP) for each of the programmes. They are given the authority to select the Advisories, Assistant Contingent leader and Vice Chairperson.

The Contingent leaders, Chairpersons, Assistant Contingent leaders, Vice Chairpersons are then responsible for planning, organizing and execution of the entire event. These students then form various committees like public relations and marketing, finance etc. with student volunteers for each event.

The decentralization and participative management of the college is depicted through this activity.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Case Study : Add-on Courses

The college believes in the overall development of students and hence promotes holistic development of the students emphasizing quality learning. The college conducted total 9 Add-on courses for Self Finance Course students that will help bridge the gap between theoretical concepts and practical learning. The courses are offered in various disciplines giving an edge towards quality learning and help students enhance their knowledge and maintain consistency in their performance.

The college has signed Memorandum of Understanding with Agencies/Institutions to offer add-on courses to its student. Total of 604 students successfully completed the courses offered.

Following is the list of add-on courses offered:

1. Basics of Financial Statement Analysis by FPA
2. Certificate course in Digital Marketing by Vokskill
3. Programming Logic Building
4. Analytical model building (Machine Intelligence)
5. Computer graphics and Animation
6. Certificate Course in Advance Excel
7. Corporate Banking by Vokskill
8. A National level Add on Course/Course work on "Research Methodology"

Certificate Course - Basic course in Understanding of Parkinson's Disease

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/wp-content/uploads/2022/01/Strategic-Plan.pdf
Upload any additional information	View File

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

The organogram describes the structure of the administration. The governing body constitutes the Management led by the President and Chairman, Honorary General Secretary and Honorary Treasurer, Trustees and Members to formulate policy matters.

The Chief Administrative Officer administers the SES office and all institutions.

The CDC is apex body for preparing comprehensive plans and policies for overall development, consisting of Management representatives, Principal, IQAC Convener, Teachers, alumni representatives and students.

The Principal and Vice Principal along with IQAC formulates plans and policies, duly approved by CDC. Various committees are constituted of teachers and students representatives for effective deployment of plans and policies.

The college offers programmes under aided and unaided sections. Aided section each department is led by Head of department and unaided section each department is led by Programme coordinator, who in association with teachers departments are responsible to conduct and administer academic and co-curricular activities.

The Registrar is the head of non-teaching, technical and support staff for execution of administrative operations under the instructions of the Principal and Vice-Principal.

The Librarian is the head of the library administering learning resources of the college.

The Sports Director administers overall working of gymkhana and

promotion of sports training and activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.lsracheja.org/wp-content/uploads/2022/01/LSR-Organogram-Chart.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination **A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

List of existing welfare measures offered to teaching staff and non-teaching staff.

Teaching Staff:

- Provident Fund from time of appointment
- Gratuity on retirement
- Reimbursement of registration fees for participation in academic programmes Reimbursement of Travel concession to staff for attending seminars, workshops, conferences
- Fee concession to staff and their ward/s for admissions in academic programmes.
- Salary credited by management irrespective of disbursement of

salary grant by the Government.

- Electric and electronic appliances like, kettle, microwave etc.
- Sanitary vending machine installed
- Refreshments during official meetings and gatherings

Non-teaching:

- Provident Fund from time of appointment
- Gratuity on retirement
- Festival advance of Rs.25000 on zero interest basis EMI
- New Uniforms every two years
- Refreshments during official meetings and gatherings
- Footwear to class IV employees
- Covid 19 Travel allowances
- Festival Advance

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

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

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

5

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

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

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

5

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

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

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

10

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

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

The basic objective of performance appraisal is to identify the strengths and weaknesses of teaching and non-teaching staff to improve overall performance.

Performance Appraisal of Teaching Staff based on PBAS:

The institution follows the performance appraisal system laid down by the UGC and implemented by University of Mumbai in the form of 'PERFORMANCE BASED ASSESSMENT SYSTEM' (PBAS) and ACADEMIC PERFORMANCE INDICATOR (API). The minimum norms of selection committees and selection procedures as well as API score requirements for the different cadres, through Career Advancement Schemes Regulations are applied for PBAS. The IQAC scrutinizes and confirms API scores of teachers. The teacher who wishes to be considered for promotion under CAS may apply in writing to the principal within three months before the due date, stating that he/she fulfils all qualifications under CAS. The PBAS proforma evolved by the University of Mumbai, duly supported credentials as per the API guidelines have also to be submitted.

After the selection procedure is completed, the promotion files are sent to JD.

Performance Appraisal of Non-teaching Staff:

The performance appraisal system for non-teaching staff is channelized through confidential reports. Seniority is the criterion for promotion of non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The Sadhana Education Society considers it imperative to ensure that all financial transactions are carried out within the provisions of the law and the guidelines laid down. With this objective, the society carries out an internal audit and statutory audit of its financial statements. These audits are carried out by independent Chartered Accountant firms.

The statutory audit of the SES is carried out by Iyer Vishwanath & Co, Chartered Accountants which encompasses the audit of the

college. The internal audit of the college is carried out by Parikh Sharma & Associates, Chartered Accountants.

The auditors in the course of their audits, analyse the operational procedures and verify the vouchers and other documents, agreements and guidelines to correlate them with the accounting entries passed. Any observations made or queries raised are presented by the auditors to the Registrar of the college. The Registrar, along with the accounting staff examines the observations made and provides the necessary clarifications for the same. In certain cases, inputs from concerned staff or teachers are also taken for providing explanation for the queries raised. Finally, all major queries are also discussed with the Principal of the college and the Chief Academic Officer (CAO) of the Society.

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

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

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

124690

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

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

The major sources of receipt of funds for the college are:

1. Salary grant received from the Government of Maharashtra.
2. Fees charged for aided and unaided courses as per the guidelines

laid down by the University of Mumbai.

3. Library fees, gymkhana fee etc. collected from students.

The college ensures optimum utilization of financial resources in the following manner:

1. The College invites all departments & committees to make a list of their requirements. These requirements are based on the activities planned for the coming period.

2. The Purchase Committee, along with the Principal studies the requirements for major academic & physical facilities.

3. The Purchase committee along with the Principal, the Registrar and the accounting staff streamline the budgetary requirements and finalize the budget.

4. The finalized budget is presented at the meeting of the CDC where it is discussed and approved.

5. Proper procedures of approval and sanction are followed for incurring all major expenditure. Any sanction of expenditure is cross checked with the budgeted amounts to ensure that optimum utilization of funds takes place.

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

6.5 - Internal Quality Assurance System

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

IQAC initiatives are given as under:

Practice No I :Faculty Development Programmes

The IQAC always strived to keep teachers abreast of the latest developments in different fields, including education, technology and research.

Staff Academy conducted sessions for professional development

of teaching staff..

Lecture on Existentialist Philosophy and Humanism was conducted online which included 3 sessions. 1 Teaching Learning Process- Changing Dynamics: The challenge in remaining relevant' Session 2 'Student Centric Teaching Learning Process: Millennials, Generation Z. Session 3 'Creative Thinking and Energising Teaching Learning Process'.

Session was conducted on 'Journey towards Autonomy' to create awareness on the significance and benefits of autonomy and functioning of various bodies/ committees under autonomy.

Practice No II Add on courses-The IQAC of the college aims at enhancing job skills of students through various certificate programmes, enabling them to acquire additional credentials.

9 add on courses were started.

1) Basics of Financial Statement Analysis by FPA

2) Digital Marketing

3) Programming Logic Building

4) Analytical model building (Machine Intelligence)

5) Computer graphics and Animation

6) Advance Excel

7) Corporate Banking

8) A National level Add on Course/Course work on "Research Methodology"

9) Basic course in Understanding of Parkinson's Disease

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC encourages teachers to attend webinars related to developing e-content for online teaching. Training is imparted from time to time to ensure effective conduct of lectures on the platform Microsoft Teams. There was smooth adaptability and transition to the new technology and the lectures for the academic year 2020-21 started as per the academic plan. The class mentors and subject teachers redressed the problems of students. Second Example- Use of library e-resources in teaching -learning. The library has been a great source of e-learning for teachers and students. It has the following e-resources 1. INFLIBNET-N-LIST 2. NDLI 3. EBSCO 4. OPEN EDUCATIONAL RESOURCES WHICH WERE LINKED WITH LIBRARY 5. PPTs were uploaded on the website by teachers 6. Institutional repository in the form of syllabus and question papers for the reference of students. Apart from this, the academic calendar is prepared by IQAC for odd and even semesters after consulting heads of the Department, coordinators and committee conveners. Teaching plan is prepared by each individual teacher which is verified by heads/coordinators and is submitted to the IQAC committee in a prescribed format. The delivery of lectures as per teaching plan is verified in the department meetings and teachers' feedback from students for respective semesters.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college through the Internal Committee organized the following activities for gender sensitization and awareness:

- An online awareness programme about cyber security 'Cyber Sakhi' in collaboration with NGO cyber Netism.
- Essay Competition on the eve of National Girlchild Day.
- Self defence workshop was conducted in association with Nirbhaya Squad of Santacruz Police station
- Awareness programme about breast cancer by Dr. Garvit Chitkara, Oncologist, Nanavati Hospital.

The Department of Sociology at TYBA level offers paper on Sociology of Gender and Gender and Society in India: Contemporary Debates and Emerging Issues as part of the syllabus prescribed by the University of Mumbai with the objectives to trace evolution of Gender as a category of social analysis and understand emerging issues in the Indian feminist landscape. Students submit projects as part of internal assessment covering topics like violence against women in public/private sphere, gender and law, patriarchy, transgender issues etc.

On occasion of International Day for the Elimination of Violence against women online quiz was organized by Sociology Department to spread awareness about the issues of violence against women.

A joint workshop was conducted by the Department of Sociology and Psychology on Awareness program on creating sexual abuse awareness with NGO Rubaroo.

File Description	Documents
Annual gender sensitization action plan	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.1-Annual-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.1-b-Specific-Facilities-Provided-for-Women.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste management has become the need of the hour as it is directly concerned with the environment and health of people. Keeping this in mind, the institution has taken necessary measures for proper disposal of waste and recycling of it.

To collect solid waste, separate dustbins are kept in the premises of the institution. Initiatives are taken to create awareness among students regarding waste management. The staff takes initiatives to create awareness through poster competitions, online classroom discussions and quiz contests.

Institution has taken initiative to collect e-waste and its recycling. For such commendable work institution has received E-waste management certificate.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **B. Any 3 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the **E. None of the above**

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

A. Any 4 or all of the above

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

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

The college provides an inclusive environment for tolerance and

harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities, as the Constitution of India promotes unity in diversity.

Regional culture is promoted through activities like traditional day, food festivals and cultural days. The Department of Sociology conducted an online presentation on the socio-cultural landscape of Maharashtra. An inclusive linguistic environment is provided by the college through activities of Marathi Vangmay Mandal. The Mandal celebrated Marathi RajBhasha Divas to celebrate the birth anniversary of Kavishrshtha Kusumraj. Poems were presented by staff and students expressing their love for Marathi literature. The department of sociology screened documentary 'India Untouched-Stories of people Apart' followed by discussion.

Maharashtra Din is celebrated in college to commemorate the creation of a Marathi speaking state of Maharashtra.

The library organised virtual book exhibition on 30th January with the objective to make users aware of the famous speeches, family and life chronology of Mahatma Gandhi. Online book exhibition was organised on occasion of Shiv Jayanti with the objective to make users aware about the achievements and greatness of Shivaji Maharaj.

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

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and works upon nurturing them to be better citizens of the country through curricular and extra-curricular activities.

On occasion of Gandhi Jayanti the Department of History screened movie Mahatma Gandhi who continues to be an inspiration for all generations.

Awareness Cum Interaction Session On Theme "Independent India @75: Self Reliance With Integrity; ?????????? @75: ????????????"

?????????????" To Observe "Vigilance Awareness Week, 2021. National Voters' Day was celebrated with an online oath taking event. Kargil Vijay Divas was conducted in honour of Kargil War Heroes.

Activities were organized to create environmental awareness by organizing tree plantation drives, field visits and guest speakers . Tree plantation activity Vrukshit was organized .The Nisarg Club conducted field visit to Gilbert Hill. Sessions were conducted on Save the Soil in association with ISHA foundation where students participated in large numbers and became Earth Buddies.

To sensitize the students and employees of the Institution awareness sessions on Covid Plasma Donation, Covid Appropriate Behaviour and Covid Vaccination, following the guidelines given by Ministry of Health And Family Welfare, Government Of India and World Health Organization was conducted.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.9-AQAR-2021-2022.pdf
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

The College strongly believes that unless the present generation of youth are sensitized about the significance of the culture of secular country and the sacrifices which great men and women of this country have made for uplifting their countrymen, the students are not able to understand their responsibility to the nation.

To build a nation of youth who are noble in their attitude and morally responsible, the College celebrates birth/death anniversaries of Great Indian personalities. The unity which India has in its diversity serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. With the active initiative of the IQAC the college organized various activities celebrating national and international days creating awareness about social, financial and psychological health and wellbeing.

The College observes the national and international days regularly by organizing Quizzes, Webinars, Online Lectures and Panel Discussions, Movie Screening, Poster Competitions, Online Book Exhibition, Poster cum Slogan Competition, Inter/Intracollegiate debate competitions etc.

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

7.2 - Best Practices

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

Practice 1

Title of the practice: Combining practical aspects of learning with theory.

To engage student in the teaching- learning process and equip them with problem solving techniques. In today's competitive environment applying theoretical frameworks to practical aspects can enhance students' employability. To apply theory to practical the institution conducts guest lectures, field visits, intracollegiate fests, film/ documentary screening, presentations, webinars and participation in Avishkar Research Convention.

Practice 2

Title of the Practice: Community engagement through Extension Activities

To instil a sense of social and civic responsibilities and fostering volunteerism. Through NSS and DLLE the students are engaged in community service life tree plantation, awareness camps, 'Vaccination Drive and blood donation camps. The institution has been awarded the best college award under the category Best Social and Community Service during the Progress Global Awards 2021 from The Progress, an Initiative of the Sri Aurobindo Yoga and Knowledge Foundation Trust, Chhattisgarh in the presence of the Chief Minister of Chattisgarh. The NSS unit was appreciated by the University of Mumbai for the remarkable work towards the collection of blood units at the suburban Railway station during Covid 19 pandemic.

File Description	Documents
Best practices in the Institutional website	https://www.lसराहेजा. org/ iqac/ #Institutional Performance
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

In its quest to provide quality education and access the institution as a stepping stone towards automation is using MasterSoft ERP with constant upgradation to bring transparency with minimum point of human contact thus promoting operational efficiency.

The features of ERP:

1. Students: Online admission, fee payment, teacher feedback, student grievance, online transcript, online examination, access to syllabus and lecture notes.
2. Teaching Staff: Work related to admission, examination, academics and administration
3. Office staff: Admission of students, fee payment link creation, leave application and students administration - TC/LC, bonafide and NOC.
4. Principal: monitor examination, staff daily reporting, admission status and leave approval.
5. Mobile App for students and staff.

The Library House Keeping activities are fully automated using LIBSUIITE Library Management Software. The library has implemented Library SLIM21 Integrated Library Management Software. Use of Barcoding technology for Visitor's Login, Issue, Return and Stock Verification. Availability of wide range of electronic journals, books and company profile for student access. Subscription to the E databases of EBSCO, INFLIBNET NLIST, and remote login access. An institutional repository consisting of past question papers, syllabus, government circulars etc., digital archival collection, Library blog, e alert services, virtual bookshelf, e reference services, digital content service.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is permanently affiliated to University of Mumbai. All programmes introduced and courses offered are as approved by the University. The curriculum is designed by the respective Board of Studies.

The college has a well planned delivery of curriculum so that students can achieve their learning goals. Students are advised against absenteeism in lectures/tutorials/practicals.

The teachers were given training for online teaching and LMS was instituted for smooth conduct of lectures. Teachers guide the students beyond the online teaching. Workbooks are prepared for a few courses to ensure practical training. Various evaluation techniques like case studies, quizzes, etc. are used to assess the effective delivery of the curriculum and students' understanding of it. Teachers conduct regular tests after completion of each unit in the syllabus.

The college has a system of mentor-mentee to monitor students' attendance, discipline and assist students whenever necessary. Students participate in intra college and inter collegiate festivals which hone their academic and leadership skills, thus broadening their horizons.

There is documentation of attendance, lecture plans, academic plans/activity calendar, notes for private circulation, syllabus copies, etc. Students have access to e-resources through the library and material regularly posted on the websites.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

As per the academic calendar, the examination committee decides well in advance the dates during which the internal examination will be conducted, semester wise and this is submitted to the IQAC.

Continuous Internal Evaluation is in the form of:

- Project work for FC-I and FC - II and forBAMMC.
- 25 marks test for the rest of the unaided programmes.
- Project of 20 marks for TYBA
- Class tests are conducted at regular intervals.

Orientation is conducted for students at the start of the academic year at which the nature of continuous internal evaluation is explained to them. Further updates/ clarity is given during parents - teachers meetings which are held by each department. Departmental heads/coordinators monitor the time table for each CIE and ensure that it adheres to the academic plan outlined by the Principal/HOD/IQAC.

The implementation of CIE system at the institute level is incorporated to ensure the following:

1. To monitor students' progress.
2. To evaluate the learning outcome of students.
3. To give timely feedback to the students.
4. To take remedial measures based on performance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

**of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

11

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

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

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

9

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

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

747

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

1.3 - Curriculum Enrichment

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

The College encapsulates various cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability through curricular, co-curricular and extra-curricular activities.

In Business communication, Marketing and Human Resource Management, Business ethics and corporate governance, students are taught ethics in business practices as a part of the curriculum. The institution strives to inculcate professional ethical values in students. The Accountancy syllabus includes a topic on 'Ethics in Accounting', teaching students the ethical aspects to be borne in mind while maintaining accounts and presentation of financial statements.

In TYBA Sociology, students have a paper on 'Sociology of Gender' and 'Gender and Society in India: Contemporary Debates and Emerging Issues'. The Department conducts webinars and competitions to inculcate gender equality.

The Foundation Course exposes students to human values and fundamental rights through projects, presentations and viva. The institution also creates awareness of human values by celebrating Consumer Rights day, World Mental Health Day, World AIDS Day etc.

In Environmental Studies course, the curriculum is associated with the environment and ecosystem, so students develop a sense of responsibility towards the environment and realization of sustainable development. Clean Diwali, Green Diwali (Eco friendly celebration techniques), Vrukshit (Sapling plantation) help students implement the curriculum in practice.

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

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

70

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

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

1759

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://www.lsracheja.org/igac/#FeedbackAnalysis
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lsracheja.org/igac/#FeedbackAnalysis
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
2856	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

484

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution is aware that the student's learning abilities differ. The first half of the academic year being struck by pandemic the institution is considerate towards not only the learning levels but also towards the aids the students have for learning online. Following efforts are taken to identify learning levels of students:

- Students are encouraged to self-assess their learning abilities by facilitating detailed curriculum of the programme in an online Orientation Session.
- A survey was conducted to collect information about the availability of the device and internet facility and readiness of students to attend college offline so as to plan our academic sessions better
- Faculty and mentors assess the learning levels of the students on the basis of student's performance in past examinations, CIE and engagement in lectures.

Programs for slow learners (academically weaker):

Bridge Courses

E-content (ppt) and E-books/ E-journals

Regular Assignments / Tests

Extra Time is provided during examinations to Students with Learning disabilities as per University rules.

Programs for advance learners:

- Mentors guide and motivate ADVANCE LEARNERS regularly.
- The rankers were felicitated during Prize distribution

- Students were encouraged towards research activities like write and present research papers / articles in departmental publications.
- Students are encouraged to join certificate add-on courses.

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

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

Number of Students	Number of Teachers
2856	35

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The Institution believes in student centric methods in the learning process and so following practices are implemented:

- This academic year, due to lockdown and restrictions on on-campus lectures, all the lectures are conducted online on the College approved platform, i.e., Microsoft teams in the first term and second term the lectures were conducted in hybrid mode.
- Students are encouraged to participate and organize activities like online Quiz and online Practical problems solving events.
- Many events are conducted where students have an opportunity to experience the real world like business presentation competition, Ad mad competition etc.
- Participative learning takes place when students are encouraged to take up few topics and make a power point presentation in the class, other Group projects help them to discuss and understand the topic Additionally, students undergo activities like short film making, case study,

discussions, etc.

- To enhance Problem solving abilities workbooks are distributed to students in the subject of mathematics and economics.
- Interdepartmental collaborative activities promote sharing of thoughts/knowledge and

develops organizing and leadership skills among students. It inculcates the spirit of teamwork among the students. Many Participative seminars and workshops are organized on regular basis.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

College has bought complete LMS to enable enhanced teaching learning experience and online examination during the year considering the need of the present times. Teaching Plan is shared well in advance. Infrastructure is ICT enabled. All of teachers use ICT regularly during the lectures and other innovative teaching learning pedagogies which helps to improve students' engagement in online lectures. Teachers use Power point presentations which improves the understanding of concept and helps knowledge retention.

All the lectures are recorded which a student can revisit if needed. E-learning material is available to students as teachers upload their power point presentations, tutorial sheets, etc. on the College website. Students are encouraged to pursue online add on courses offered by the college in collaboration with Industry.

Videos of the current topics are shared with students. Teachers provide guidance on reading materials which enables student to make use of Library which is well equipped with E resources like NDLI, N-list and EBESCO. Few teachers also share articles, journals/books which are available online. Teachers also extensively use open resources that are available like Edpuzzle, Apex, Quizlet, E-Patshala and youtube videos.

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

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

307

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

2.5 - Evaluation Process and Reforms

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

The College follows University of Mumbai guidelines related to internal assessment. The Institution conducts Internal evaluation for all unaided programs i.e. BAF, BBI, BMS, BSC-IT, BFM and BMM. In aided section, internal evaluation is only at FYBA/BCOM. for Foundation course I and SYBCOM/BA for Foundation course II M.com all subjects have internal exams and Sem III and IV have projects.

Due to COVID 19 SOPs, just like the external exams, internal exams were also conducted on the College LMS. Following procedures were instituted:

- MOCK exam conducted before every session of exam.
- Timetable for all internal examination is displayed on notice board as well as website.
- Question papers are drawn as per the pattern suggested by University and the Pattern is communicated to the students

well in advance.

- Correct answers are entered by paper setters to ensure the automated evaluation on the software.
- After every test and semester end examination, results are declared within the stipulated time
- Those students who face genuine technical issues are allowed to appear for re-scheduled exams and those could not appear for examinations due to genuine medical reasons and or while representing college in various other activities are allowed to appear in additional exam . All such cases are scrutinized and verified by committee.

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

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

Circulars of University of Mumbai (VCD) are available to deal with examination related grievances LSRC has a transparent Grievance redressal and strictly adheres to the examination circular released by the University on timely basis. A student can raise his grievance at any point of time by giving an application to the exam committee.

Academic year 2021-22 was marred by the pandemic related lockdown. All examinations of first term were conducted online on College's LMS platform. Right from accepting an application for exams to conduct of exams followed by result generation was facilitated on the LMS.

To acquaint them with the portal, students were provided with a demonstration followed by mock examination. In case the student faced any issue with applications, they could report the matter through email or visit College office for solutions.

During the exams, students' issues like log in failure, network failure or any other technical difficulty were resolved by the IT team and faculty. A helpline number and an email ID was instituted for the same. In case, the immediate solution wasn't available, students were allowed to undertake re-exam as per the guidelines of the University.

Feedback is taken from students regarding conduct of examination on the last day of every examination.

In the second semester, offline examination was conducted as per the revised norms of University of Mumbai with regards to the paper pattern and total marks.

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

2.6 - Student Performance and Learning Outcomes

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

Dissemination of POs, PSOs and COs Broad objectives and outcome of graduate program are enshrined in vision mission statement of the College. The vision mission statement is published in the College, prospectus and institutional website. The prospectus specifies learning objectives of all the programs. Potential learners are introduced to the opportunities and expected outcomes of graduate program during the orientation programs organized specifically for FYs. Parents of first year students are informed about the expected graduate program outcomes and their cooperation is sought during the PTM. Motivation lectures organized for first year students focus on creating awareness about some of the projected outcomes such as social growth and employability through smart goal setting.: A good number of syllabi prescribed by the University state POs / COs or objectives of the program which deals both with the need for the course and expected outcome. The syllabi are made available to all the stake holders. In cases where outcomes or objectives are not specified in the syllabus, individual departments have stated the same. POs and PSOs have been uploaded on the college website. Faculty members involved in syllabus framing are themselves instrumental in formulating PSOs and Cos at the University level. All the departments ensure participation of concerned faculty members in syllabus revision workshops wherein content, objectives /outcome and resources for the revised syllabus are discussed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The aim of measuring the attainment of Programme and course outcome is to upgrade the quality of teaching learning in the college. The attainment of programme outcome, programme specific outcome and course outcome are evaluated in two ways by the institution- viz- Direct and Indirect.

The Direct method includes course wise result analysis after every examination wherein the institution has created a model to map the attainment levels to the defined outcome. The indirect method includes collection of placement data and higher education progression data.

The college believes in assessing the learning level and attainment of course outcomes at regular intervals and thus various activities are conducted regularly during the lectures itself like class test, Mock Interviews, Group Discussion, PPT competition, Exhibitions etc. The results of these activities assist the teachers to upgrade the teaching methodology and help students to attain the final course and programme outcome.

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

2.6.3 - Pass percentage of Students during the year

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

831

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

2.7 - Student Satisfaction Survey

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

<https://www.lsracheja.org/igac/#FeedbackAnalysis>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. This is mainly done through NCC, NSS, and DLLE units of the college. They aim at sensitizing them towards community and social welfare, and their responsibility as citizens towards creating a self-sufficient and well-informed country.

Activities such as beach-cleaning campaigns create social awareness towards our environmental responsibility, health and hygiene.

Strengthening rural population through awareness programmes in villages helps the nation that is made up of 70% rural population.

The college also aims at creating a sense of social inclusion,

which is against discrimination. This creates a life of responsibility, with humanitarian principles.

Protecting youngsters from self-sabotage through drugs and other evils is also our top priority. Voters Education and Electoral Participation, and donation camps aim at inculcating responsibility and compassionate way of thinking and living. Blood Donation Camps, also induce social responsibility among students.

Unity, integrity, and equality are also the values that are inculcated in young minds, thereby focusing on holistic development of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/join/entrepreneurship-cell/

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

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

2

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

12

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

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

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

1

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

3.4 - Extension Activities

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their

holistic development. This is mainly done through NCC, NSS, and DLLE units of the college. They aim at sensitizing them towards community and social welfare, and their responsibility as citizens towards creating a self-sufficient and well-informed country.

Activities such as beach-cleaning campaigns create social awareness towards our environmental responsibility, health and hygiene.

Strengthening rural population through awareness programmes in villages helps the nation that is made up of 70% rural population.

The college also aims at creating a sense of social inclusion, which is against discrimination. This creates a life of responsibility, with humanitarian principles.

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Unity, integrity, and equality are also the values that are inculcated in young minds, thereby focusing on holistic development of the students.

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

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

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

0

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

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

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

7

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

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

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

520

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

1

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The College makes optimal use of the space available and ensures that modern teaching and learning facilities are made available to the students and teachers. The College has 19 classrooms,

equipped with white boards and overhead projectors. There are four laboratories - computer laboratory, psychology laboratory, ENTC Laboratory and statistics laboratory. The College ensures that there are sufficient computers, IT equipment and software to cater to the needs of the students. The entire college campus is Wi-Fi enabled with 50 Mbps speed. The security of the college is ensured through deployment of security personnel and installation of CCTV cameras.

The College has an Audio-Visual room and an Auditorium equipped with latest technological equipment and are used as media centres for screening documentaries & films, apart from being used as lecture rooms.

The College staff room has a computer and printer for the use of the teaching staff. A separate Research Room, equipped with a computer and printer is available to the staff and students for pursuing research activities.

The college has a Girls' Common Room and washrooms on every floor for the students. There is a separate washroom for differently-abled students & staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/facilities/

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

The College believes that it is in their formative years that students learn to compete, to play fair, to lead, to collaborate and to work in and as a team. Thus, it provides the students with a solid foundation to participate in sports and cultural activities.

The college has a well-equipped gymkhana measuring about 900 square feet and outdoor sports facilities. The gymkhana hosts indoor sports like table tennis, carrom and chess and also serves as a yoga centre. The college has a sports ground which is used for playing and practising outdoor games. It appoints coaches for various sports. The annual sports day featuring athletic events is held on the college grounds.

Associations like the Extra-Curricular Committee, Marathi-Vangmay-Mandal, Hindi-Yuva-Manch & Gujrati-Sahitya-Mandal provide the students with a platform to showcase their creativity and talents. Students are encouraged to participate in intra and inter-collegiate activities. Gifted students are identified and groomed for participation at inter-collegiate and university events. The students organize inter-collegiate festivals like Parallax and Retake which hone their leadership and organizational skills. The College has a state-of-the-art Auditorium which is used by the students for showcasing various art forms. Students have an extra-curricular activities room for planning and executing various events.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lsrheja.org/students-portal/gymkhana/

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

25

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

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

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

65.56

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Raheja College's Library is a treasure of knowledge having a rich and diverse collection of 60845 books, 44 journals, periodicals, newspapers, e-books, e-journals, theses, maps and CDs. The library remains open from 7 a.m. to 7 p.m.

Library House Keeping Activities:

The Library House Keeping activities are fully automated since 2005-06, using LIBSUITE Library Management Software. From 2015-16, the library has implemented Library SLIM21 Integrated Library Management Software. Barcoding technology is used for Visitor's Log in, Issue, Return and Stock Verification.

Modules of SLIM21 Integrated Library Management Software are Used:

- Cataloguing:
- Circulation: Issue/Return with E-Mail Integration
- Serial Control
- Acquisition
- WEB OPAC
- Reports
- Stock Verification
- Add on Module: LibvizLog (Visitor's Login): to monitor footfalls

Name of ILMS software:

LIBSUITE

Nature of Automation

Fully

Year of Automation:

2005-2006

Name of ILMS software:

SLIM 21

Version

3.7

Year of Automation:

2015-16

Library Website: Library has an independent website linked with the college website. Resources linked are EBSCO e-Journals (1100+ journals and database of 1200 company profiles), N-LIST database, ,Open resources & Institutional Repository (of past years' question papers, syllabus, teachers' publications and government circulars.)

4. Book Management: Open Source Software Calibre E-Book Management

Facilities for Visually Impaired students: KIBO (Knowledge In Box

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://lsrahejacollegelibrary.org/

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

3.45 Lakh

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

682

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

4.3 - IT Infrastructure

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

The college aims at optimizing the use of technology in its operations related to teaching-learning, administration and library. It has adopted an ERP (Mastersoft) for managing its entire administrative functions including admissions, payroll, leave records and examinations. The office is equipped with

Desktops and Thin-Clients with LANconnection.

The college has an in-house IT team which ensures the smooth functioning of the various IT systems and IT infrastructure of the college. The college campus is equipped with Wi-Fi access points covering the entire campus. College has a server room housing four servers, firewall and network storage. The internet bandwidth is 50 Mbps leased line.

Each classroom is equipped with overhead projectors. The online teaching is conducted using MS-Teams Platform. The college has an Audio-Visual room and an Auditorium equipped with projector facilities, excellent sound systems and Wi-Fi internet connections. All computers in the college have licensed copy of Windows 10 and MS office.

The college library is fully digitalized and is equipped with computers and other IT equipment for the use of students and staff. The library also has a UGC sponsored Network Resource Centre with 2 computers and a printer and a separate project room having 20 Thin-Clients.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.lsracheja.org/facilities/

4.3.2 - Number of Computers

155

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

13.71

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College prepares a master budget based on the individual budgets of various departments and associations at the beginning of the year and presents it to the CDC for its approval.

The Purchase Committee procures the goods approved by the CDC through a process of inviting quotations, selection of appropriate quotation, issuance of Purchase-Order and checking the products delivered for conformity with the required quality and quantity.

The College has various AMCs to ensure that the infrastructure is maintained in sound condition. College maintains a register to track usage of the assembly hall. The college ensures that repair of infrastructure and servicing of equipment is carried out as required.

The college has SOPs in place to ensure effective utilization of resources, prevent damage or wastage and delegate responsibility towards upkeep and maintenance.

The College has a Library Advisory Committee which defines the major policies of the library. The library also assesses the needs of the students through student surveys and recommendations.

The Gymkhana Committee identifies the indoor and outdoor sports that can be made available for the students. Appropriate budgeting for the sports infrastructure is then made to ensure optimum sports facilities to the students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

79

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

38

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.lsracheja.org/wp-content/uploads/2022/12/5.3.1-AQAR-2021-2022.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

649

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

649

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

141

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

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

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

1

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

5.3 - Student Participation and Activities

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

one) during the year

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

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

An Ad Hoc student council was made, since election could not place due to Covid pandemic outbreak. However, despite the challenges; a lot of online and offline activities were conducted and organized by the ad hoc student's council in the year 2021-2022. The council comprised of Contingent leader, Chairperson, Student representatives and Class representatives.

Student representatives were actively engaged in organizing online and offline activities in the 2021-22. College festivals like Parallax, Retake, Raheja week etc were organized with the help of Ad Hoc Student council.

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 to the canteen food, hygiene, cleanliness, etc.

3. Gymkhana committee - to inculcate the spirit of sportsmanship and maintain a climate of healthy living.

4. Library Advisory committee- students actively give suggestions for book bank and give feedback regarding books required.

5. IQAC: Two student representatives in IQAC

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

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

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

21

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

Yes, College continues it's 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 18th February, 2022. A total of 80 people registered for the event, and 52 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.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The priority and thrust of the institution is to offer quality education which will lead to inculcating holistic values among the students. The vision and mission of our college conveys the values that we desire to add to the lives of the students, thus making an impact on the community. The governance of the College, steered by the College Development Committee is decentralized, transparent and transformational. The CDC consists of management representatives, Principal, external academic experts, IQAC coordinator, alumni representative and teachers' representatives. Teachers are trained in the latest technology for an effective teaching learning process. The NSS, NCC and DLLE programmes prepare our students to lead disciplined, dignified lives and be

responsible citizens. The institution provides various soft skill programmes and value-added courses for holistic development of the students. Student representatives are encouraged to participate in various events. Career guidance lectures/ seminars are conducted for students to make them aware of the available career opportunities. The college has a recognized Research Centre in Commerce (Business Policy and Administration) headed by Dr. Anupama Nerurkar. 5 students are currently enrolled in it. The College has developed a Research Innovation Cell headed by Dr M.Z.Farooqui.

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

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

The College inculcates participative management among the students and aims to build commitment and develop initiatives within work teams. It is a practice for empowering student members to participate in organizational decision making. Further, the teachers believe in delegating the responsibility of decision making to the students. To enable this, the college organizes annual festivals like Parallax and Retake every year.

This year due to the Covid 19 protocols, these intercollegiate events were organized virtually.

All the activities in these events are planned, organized and executed by the students. The teachers act as mentors and guide the students.

The Teachers select Contingent leader (CL) and Chairperson (CP) for each of the programmes. They are given the authority to select the Advisories, Assistant Contingent leader and Vice Chairperson.

The Contingent leaders, Chairpersons, Assistant Contingent leaders, Vice Chairpersons are then responsible for planning, organizing and execution of the entire event. These students then form various committees like public relations and marketing, finance etc. with student volunteers for each event.

The decentralization and participative management of the college is depicted through this activity.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Case Study : Add-on Courses

The college believes in the overall development of students and hence promotes holistic development of the students emphasizing quality learning. The college conducted total 9 Add-on courses for Self Finance Course students that will help bridge the gap between theoretical concepts and practical learning. The courses are offered in various disciplines giving an edge towards quality learning and help students enhance their knowledge and maintain consistency in their performance.

The college has signed Memorandum of Understanding with Agencies/Institutions to offer add-on courses to its student. Total of 604 students successfully completed the courses offered.

Following is the list of add-on courses offered:

1. Basics of Financial Statement Analysis by FPA
2. Certificate course in Digital Marketing by Vokskill
3. Programming Logic Building
4. Analytical model building (Machine Intelligence)
5. Computer graphics and Animation
6. Certificate Course in Advance Excel
7. Corporate Banking by Vokskill
8. A National level Add on Course/Course work on "Research Methodology"

Certificate Course - Basic course in Understanding of Parkinson's Disease

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.lsracheja.org/wp-content/uploads/2022/01/Strategic-Plan.pdf
Upload any additional information	View File

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

The organogram describes the structure of the administration. The governing body constitutes the Management led by the President and Chairman, Honorary General Secretary and Honorary Treasurer, Trustees and Members to formulate policy matters.

The Chief Administrative Officer administers the SES office and all institutions.

The CDC is apex body for preparing comprehensive plans and policies for overall development, consisting of Management representatives, Principal, IQAC Convener, Teachers, alumni representatives and students.

The Principal and Vice Principal along with IQAC formulates plans and policies, duly approved by CDC. Various committees are constituted of teachers and students representatives for effective deployment of plans and policies.

The college offers programmes under aided and unaided sections. Aided section each department is led by Head of department and unaided section each department is led by Programme coordinator, who in association with teachers departments are responsible to conduct and administer academic and co-curricular activities.

The Registrar is the head of non-teaching, technical and support staff for execution of administrative operations under the instructions of the Principal and Vice-Principal.

The Librarian is the head of the library administering learning resources of the college.

The Sports Director administers overall working of gymkhana and promotion of sports training and activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.lsracheja.org/wp-content/uploads/2022/01/LSR-Organogram-Chart.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

List of existing welfare measures offered to teaching staff and non-teaching staff.

Teaching Staff:

- Provident Fund from time of appointment
- Gratuity on retirement
- Reimbursement of registration fees for participation in academic programmes Reimbursement of Travel concession to staff for attending seminars, workshops, conferences
- Fee concession to staff and their ward/s for admissions in academic programmes.

- Salary credited by management irrespective of disbursement of salary grant by the Government.
- Electric and electronic appliances like, kettle, microwave etc.
- Sanitary vending machine installed
- Refreshments during official meetings and gatherings

Non-teaching:

- Provident Fund from time of appointment
- Gratuity on retirement
- Festival advance of Rs.25000 on zero interest basis EMI
- New Uniforms every two years
- Refreshments during official meetings and gatherings
- Footwear to class IV employees
- Covid 19 Travel allowances
- Festival Advance

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

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

5

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

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

organized by the institution for teaching and non teaching staff during the year

5

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

10

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

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

The basic objective of performance appraisal is to identify the

strengths and weaknesses of teaching and non-teaching staff to improve overall performance.

Performance Appraisal of Teaching Staff based on PBAS:

The institution follows the performance appraisal system laid down by the UGC and implemented by University of Mumbai in the form of 'PERFORMANCE BASED ASSESSMENT SYSTEM' (PBAS) and ACADEMIC PERFORMANCE INDICATOR (API). The minimum norms of selection committees and selection procedures as well as API score requirements for the different cadres, through Career Advancement Schemes Regulations are applied for PBAS. The IQAC scrutinizes and confirms API scores of teachers. The teacher who wishes to be considered for promotion under CAS may apply in writing to the principal within three months before the due date, stating that he/she fulfils all qualifications under CAS. The PBAS proforma evolved by the University of Mumbai, duly supported credentials as per the API guidelines have also to be submitted.

After the selection procedure is completed, the promotion files are sent to JD.

Performance Appraisal of Non-teaching Staff:

The performance appraisal system for non-teaching staff is channelized through confidential reports. Seniority is the criterion for promotion of non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The Sadhana Education Society considers it imperative to ensure that all financial transactions are carried out within the provisions of the law and the guidelines laid down. With this objective, the society carries out an internal audit and statutory audit of its financial statements. These audits are carried out by independent Chartered Accountant firms.

The statutory audit of the SES is carried out by Iyer Vishwanath & Co, Chartered Accountants which encompasses the audit of the college. The internal audit of the college is carried out by Parikh Sharma & Associates, Chartered Accountants.

The auditors in the course of their audits, analyse the operational procedures and verify the vouchers and other documents, agreements and guidelines to correlate them with the accounting entries passed. Any observations made or queries raised are presented by the auditors to the Registrar of the college. The Registrar, along with the accounting staff examines the observations made and provides the necessary clarifications for the same. In certain cases, inputs from concerned staff or teachers are also taken for providing explanation for the queries raised. Finally, all major queries are also discussed with the Principal of the college and the Chief Academic Officer (CAO) of the Society.

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

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

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

124690

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

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

The major sources of receipt of funds for the college are:

1. Salary grant received from the Government of Maharashtra.
2. Fees charged for aided and unaided courses as per the guidelines laid down by the University of Mumbai.
3. Library fees, gymkhana fee etc. collected from students.

The college ensures optimum utilization of financial resources in the following manner:

1. The College invites all departments & committees to make a list of their requirements. These requirements are based on the activities planned for the coming period.
2. The Purchase Committee, along with the Principal studies the requirements for major academic & physical facilities.
3. The Purchase committee along with the Principal, the Registrar and the accounting staff streamline the budgetary requirements and finalize the budget.
4. The finalized budget is presented at the meeting of the CDC where it is discussed and approved.
5. Proper procedures of approval and sanction are followed for incurring all major expenditure. Any sanction of expenditure is cross checked with the budgeted amounts to ensure that optimum utilization of funds takes place.

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

6.5 - Internal Quality Assurance System

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

IQAC initiatives are given as under:

Practice No I :Faculty Development Programmes

The IQAC always strived to keep teachers abreast of the latest developments in different fields, including education, technology

and research.

Staff Academy conducted sessions for professional development of teaching staff..

Lecture on Existentialist Philosophy and Humanism was conducted online which included 3 sessions. 1'Teaching Learning Process- Changing Dynamics: The challenge in remaining relevant' Session 2'Student Centric Teaching Learning Process: Millennials, Generation Z. Session 3'Creative Thinking and Energising Teaching Learning Process'.

Session was conducted on 'Journey towards Autonomy' to create awareness on the significance and benefits of autonomy and functioning of various bodies/ committees under autonomy.

Practice No II Add on courses-The IQAC of the college aims at enhancing job skills of students through various certificate programmes, enabling them to acquire additional credentials.

9 add on courses were started.

1)Basics of Financial Statement Analysis by FPA

2) Digital Marketing

3)Programming Logic Building

4)Analytical model building (Machine Intelligence)

5)Computer graphics and Animation

6) Advance Excel

7)Corporate Banking

8)A National level Add on Course/Course work on "Research Methodology"

9)Basic course in Understanding of Parkinson's Disease

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

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

IQAC encourages teachers to attend webinars related to developing e-content for online teaching. Training is imparted from time to time to ensure effective conduct of lectures on the platform Microsoft Teams. There was smooth adaptability and transition to the new technology and the lectures for the academic year 2020-21 started as per the academic plan. The class mentors and subject teachers redressed the problems of students. Second Example- Use of library e-resources in teaching -learning. The library has been a great source of e-learning for teachers and students. It has the following e-resources 1.INFLIBNET-N-LIST 2.NDLI 3.EBSCO 4.OPEN EDUCATIONAL RESOURCES WHICH WERE LINKED WITH LIBRARY 5. PPTs were uploaded on the website by teachers 6. Institutional repository in the form of syllabus and question papers for the reference of students. Apart from this, the academic calendar is prepared by IQAC for odd and even semesters after consulting heads of the Department, coordinators and committee conveners. Teaching plan is prepared by each individual teacher which is verified by heads/coordinators and is submitted to the IQAC committee in a prescribed format. The delivery of lectures as per teaching plan is verified in the department meetings and teachers' feedback from students for respective semesters.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)

B. Any 3 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college through the Internal Committee organized the following activities for gender sensitization and awareness:

- An online awareness programme about cyber security "Cyber Sakhi' in collaboration with NGO cyber Netism.
- Essay Competition on the eve of National Girlchild Day.
- Self defence workshop was conducted in association with Nirbhaya Squad of Santacruz Police station
- Awareness programme about breast cancer by Dr. Garvit Chitkara, Oncologist, Nanavati Hospital.

The Department of Sociology at TYBA level offers paper on Sociology of Gender and Gender and Society in India: Contemporary Debates and Emerging Issues as part of the syllabus prescribed by the University of Mumbai with the objectives to trace evolution of Gender as a category of social analysis and understand emerging issues in the Indian feminist landscape. Students submit projects as part of internal assessment covering topics like violence against women in public/private sphere, gender and law, patriarchy, transgender issues etc.

On occasion of International Day for the Elimination of Violence against women online quiz was organized by Sociology Department

to spread awareness about the issues of violence against women.

A joint workshop was conducted by the Department of Sociology and Psychology on Awareness program on creating sexual abuse awareness with NGO Rubaroo.

File Description	Documents
Annual gender sensitization action plan	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.1-Annual-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.1-b-Specific-Facilities-Provided-for-Women.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste management has become the need of the hour as it is directly concerned with the environment and health of people. Keeping this in mind, the institution has taken necessary measures for proper disposal of waste and recycling of it.

To collect solid waste, separate dustbins are kept in the premises of the institution. Initiatives are taken to create awareness among students regarding waste management. The staff takes initiatives to create awareness through poster competitions, online classroom discussions and quiz contests.

Institution has taken initiative to collect e-waste and its recycling. For such commendable work institution has received E-waste management certificate.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

E. None of the above

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

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

A. Any 4 or all of the above

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

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

The college provides an inclusive environment for tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities, as the Constitution of India promotes unity in diversity.

Regional culture is promoted through activities like traditional day, food festivals and cultural days. The Department of Sociology conducted an online presentation on the socio-cultural landscape of Maharashtra. An inclusive linguistic environment is provided by the college through activities of Marathi Vangmay Mandal. The Mandal celebrated Marathi RajBhasha Divas to celebrate the birth anniversary of Kavishrshtha Kusumraj. Poems were presented by staff and students expressing their love for Marathi literature. The department of sociology screened documentary 'India Untouched- Stories of people Apart' followed by discussion.

Maharashtra Din is celebrated in college to commemorate the creation of a Marathi speaking state of Maharashtra.

The library organised virtual book exhibition on 30th January with the objective to make users aware of the famous speeches, family and life chronology of Mahatma Gandhi. Online book exhibition was organised on occasion of Shiv Jayanti with the objective to make users aware about the achievements and greatness of Shivaji Maharaj.

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

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and works upon nurturing them to be better citizens of the country through curricular and extra-curricular

activities.

On occasion of Gandhi Jayanti the Department of History screened movie Mahatma Gandhi who continues to be an inspiration for all generations.

Awareness Cum Interaction Session On Theme "Independent India @75: Self Reliance With Integrity; ????????? ???? @75: ?????????? ??????????????" To Observe "Vigilance Awareness Week, 2021. National Voters' Day was celebrated with an online oath taking event. Kargil Vijay Divas was conducted in honour of Kargil War Heroes.

Activities were organized to create environmental awareness by organizing tree plantation drives, field visits and guest speakers . Tree plantation activity Vrukshit was organized .The Nisarg Club conducted field visit to Gilbert Hill. Sessions were conducted on Save the Soil in association with ISHA foundation where students participated in large numbers and became Earth Buddies.

To sensitize the students and employees of the Institution awareness sessions on Covid Plasma Donation, Covid Appropriate Behaviour and Covid Vaccination, following the guidelines given by Ministry of Health And Family Welfare, Government Of India and World Health Organization was conducted.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.lsracheja.org/wp-content/uploads/2022/12/7.1.9-AQAR-2021-2022.pdf
Any other relevant information	Nil

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

A. All of the above

4. Annual awareness

programmes on Code of Conduct are organized

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

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

The College strongly believes that unless the present generation of youth are sensitized about the significance of the culture of secular country and the sacrifices which great men and women of this country have made for uplifting their countrymen, the students are not able to understand their responsibility to the nation.

To build a nation of youth who are noble in their attitude and morally responsible, the College celebrates birth/death anniversaries of Great Indian personalities. The unity which India has in its diversity serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. With the active initiative of the IQAC the college organized various activities celebrating national and international days creating awareness about social, financial and psychological health and wellbeing.

The College observes the national and international days regularly by organizing Quizzes, Webinars, Online Lectures and Panel Discussions, Movie Screening, Poster Competitions, Online Book Exhibition, Poster cum Slogan Competition, Inter/Intracollegiate debate competitions etc.

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

7.2 - Best Practices

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

Practice 1

Title of the practice: Combining practical aspects of learning with theory.

To engage student in the teaching- learning process and equip them with problem solving techniques. In today's competitive environment applying theoretical frameworks to practical aspects can enhance students' employability. To apply theory to practical the institution conducts guest lectures, field visits, intracollegiate fests, film/ documentary screening, presentations, webinars and participation in Avishkar Research Convention.

Practice 2

Title of the Practice: Community engagement through Extension Activities

To instil a sense of social and civic responsibilities and fostering volunteerism. Through NSS and DLLE the students are engaged in community service life tree plantation, awareness camps, 'Vaccination Drive and blood donation camps. The institution has been awarded the best college award under the category Best Social and Community Service during the Progress Global Awards 2021 from The Progress, an Initiative of the Sri Aurobindo Yoga and Knowledge Foundation Trust, Chhattisgarh in the presence of the Chief Minister of Chattisgarh. The NSS unit was appreciated by the University of Mumbai for the remarkable work towards the collection of blood units at the suburban Railway station during Covid 19 pandemic.

File Description	Documents
Best practices in the Institutional website	https://www.lsracheja.org/igac/#InstitutionalPerformance
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

In its quest to provide quality education and access the institution as a stepping stone towards automation is using MasterSoft ERP with constant upgradation to bring transparency with minimum point of human contact thus promoting operational efficiency.

The features of ERP:

1. Students: Online admission, fee payment, teacher feedback, student grievance, online transcript, online examination, access to syllabus and lecture notes.
2. Teaching Staff: Work related to admission, examination, academics and administration
3. Office staff: Admission of students, fee payment link creation, leave application and students administration - TC/LC, bonafide and NOC.
4. Principal: monitor examination, staff daily reporting, admission status and leave approval.
5. Mobile App for students and staff.

The Library House Keeping activities are fully automated using LIBSUITE Library Management Software. The library has implemented Library SLIM21 Integrated Library Management Software. Use of Barcoding technology for Visitor's Login, Issue, Return and Stock Verification. Availability of wide range of electronic journals, books and company profile for student access. Subscription to the E databases of EBSCO, INFLIBNET NLIST, and remote login access. An institutional repository consisting of past question papers, syllabus, government circulars etc., digital archival collection, Library blog, e alert services, virtual bookshelf, e reference services, digital content service.

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

7.3.2 - Plan of action for the next academic year

1. Preparation for SSR / NAAC visit. 2. Organize Intercollegiate academic and cultural festivals. 3. Conduct sessions on new teaching methodologies through the Staff Academy. 4. Upgradation of sports and gymkhana infrastructure. 5. Implementation of Knimbus - digital library.

6. Conduct of Academic Audit, Green Audit, Energy Audit and Gender Audit etc.