

SMT. M.M.K COLLEGE OF COMMERCE AND ECONOMICS

Adv. NariGurshani Road, TPS III, Off. Linking Road, Bandra West

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

Academic Year: June 2017 to May 2018

1.Details of the Institution

1.1 Name of the Institution

Smt. M.M.K. College of Commerce
and Economics

1.2 Address Line 1

32nd Adv. Nari Gursahani Road, T.P.S III

Address Line 2

Off. Linking Road, Bandra (West)

City/Town

Mumbai

State

Maharashtra

Pin Code

400050

Institution e-mail address

principal@mmk.edu.in

Contact Nos.

022 – 26495230
022 - 26494510

Name of the Head of the Institution:

Principal Dr. A.C. Vanjani

Tel. No. with STD Code:

022 – 26495230
022 - 26494510

Mobile:

+91 9769032772

Name of the IQAC Co-ordinator:

Dr.Megha S.Somani

Mobile:

91 9820085430

IQAC e-mail address:

mmkiqac04@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. &Date:

EC(SC)/24/A&A/4.3 Dated: May
02.201708/01/2011

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no.is available in the right corner-bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.mmk.edu.in

Web-link of the AQAR:

NA

1.6 Accreditation Details

SI.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	--	2004	2009
2	2nd Cycle	A	3.29	2011	2016
3	3rd Cycle	A	3.20	2017	2022
4	4th Cycle	----	----	DUE IN 2023	

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

09/06/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

College got Re-Accredited by NAAC with A Grade(CGPA-3.20,3rd Cycle) in March 2017.

It is the first AQAR after Re-Accrediation(3rd Cycle).

1.9 Institutional Status

University

State

Central

Deemed

Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution : Co-education Men Women

Urban Rural Tribal

Financial Status : Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid +Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)

TEI (Edu) Engineering Health Science Management

Others(Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Mumbai

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers

2.2No. of Administrative/Technical staff

2.3No. of students

2.4No. of Management representatives

2.5No. of Alumni

2.6No. of any other stakeholder and
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos .Internation National State Institution Level

(ii) Themes

Listed Out in Action Taken Plan (2.15)

2.14 Significant Activities and contributions made by IQAC

Smart Classrooms	<ul style="list-style-type: none"> ✓ CCTV cameras are installed in almost all areas of college premises. ✓ All the classrooms are ICT enabled with LCD projectors and display screens.
Nature Club	<ul style="list-style-type: none"> ✓ With the horizon of time our Nature Club has changed the scope of work and broaden towards community welfare rather than just stick to nature and Environment. ✓ It is about development of holistic skills among students by creating awareness and sensitizing towards different colors of life. ✓ Hence this time under Field Visit Programmes with the BBI students's feelings of Patriotism, Pride on nation was aimed by our memorable visit to Jalianwala Baug & Wagha Border on 26th January, 2018. ✓ The entire visit evoked feelings of devotion and respect towards the nation among students. The 26th January 2018 Parade Day Programme has imparted life skill training to the students.
FDP	<ul style="list-style-type: none"> ✓ The research center of Smt. MMK college conducted a National level workshop on Data Analysis - "RESEARCH WEB –SERIES 1" – Understanding the Power of Excel and convenience of SPSS, on Saturday, 10th February 2018. ✓ The resource person was Ms. Achita Barkhud, faculty at NMIMS, who has a wide range of experience in handling complex data analysis for multiple projects. Participants from different parts of the country attended this National Workshop.
Installation of CCTVs	<ul style="list-style-type: none"> ✓ Most of the areas have been covered by CCTV Cameras. Some of the cameras were replaced and areas earlier not covered have been covered.

Automation of college and Administration Office	<ul style="list-style-type: none"> ✓ Most of the process of Administration has been automated. The College has purchased VRUDDHI Software for complete automation of administration. ✓ New College website went live on 17th February, 2016. The website is updated regularly and all events and announcements are displayed on the homepage.
Student – Centered Sensitizing Programmes	<ul style="list-style-type: none"> ✓ On 28th June 2017, Mr Sandeep Arora from the Institute of International Management Studies conducted seminar on diverse scope for students in management education that can be pursued by students after completing graduation. ✓ On 24th July 2017 Ad Commissioner of Income tax range 3(2) conducted income awareness program in the college explaining government initiatives income tax reforms and benefits of tax payments to national growth and development. ✓ On 1st August 2017 Arena animation conducted seminar on different career option in media and entertainment industry, job opportunities in media industry were discussed. ✓ On 9th January 2018 Times pro a subsidiary of the Times of India group conducted career orientation session for final year degree college students of the college comprehensive digital marketing program was discussed among the students. ✓ A seminar on digital marketing and real estate management conducted by Mr. Ram Maheshwari from Hiranandani Institute of learning was held on 17th January 2018 in college conference room. A communiqué from institute appreciated the students’s response to the diploma course offered by institute. ✓ A seminar on Add on course in Microsoft office (Certification from Google California) was held on 29th January 2018 in college. ✓ Union budget is most eagerly awaited event for all commerce students; a live streaming of union budget was conducted by CA. Sanjay Dagia in conference room, it was followed by interactive question and answer session.
Institutional Environmental Sensitizing Programme	<ul style="list-style-type: none"> ✓ E-Waste collection drive was organized by the department of Environmental Studies in the college premises from 12th

	<p>February to 17th February 2018. In this drive electronic waste items were collected from the students and teachers, which were given to the NGO named ECO-ROX, which works from safety disposing of the E-Waste by scientifically treating the E-waste.</p> <ul style="list-style-type: none"> ✓ The Principal, Vice – Principal and the faculty members visited the drive. Volunteers made E-Waste posters to create awareness among the students. E-Waste collection box was kept beside CCD KIOSK for collection of waste. We received overwhelming response from teachers and students. They contributed generously for this cause. ✓ On Saturday 10th February 2018, students of F.Y.B.Com visited Maharashtra Nature park, Mahim as a part of their study tour. They were accompanied by Prof. Sushant Damodare, Prof. Pooja Sawant and Prof. Satyaprakash Pandey. 130 students had participated in the field trip. The nature trail to Maharashtra nature park was very informative trip. Students were able to gather information on different varieties of medicinal plants, flowering plants etc. The special feature of the part was that, it was developed on a dumping ground. The park attracts about 165 species of butterflies, 278 species of snakes. Students were able to see the plight of Mithi River which flows alongside the parks boundry. It was a knowledgeable experience gor the students.
NAAC (3 rd Cycle) Conducted	<ul style="list-style-type: none"> ✓ National Assessment And Accreditation Council (NAAC) has, in the Third Cycle, re-accredited Smt. M.M.K College of Commerce and Economics, with an ‘A’ grade and a 3.20 grade point average on a 4 point scale.
Student Orientation Programmes	<ul style="list-style-type: none"> ✓ Orientation programmes were organised for all courses at all levels during the Academic Awareness Week in the month of August.

2.15 Plan of Action by IQAC/Outcome

(ANNEXURE – I)

Academic Calendar of the year –(Annexure-II)

2.16 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

CRITERION I: CURRICULAR ASPECTS: 2017-18

1.1 Details about Academic Programmes:

Level of the programme	Number of existing Programmes	Number of Programmes added during the year	Number of self-financing programmes	Number of value added/career oriented programmes
Ph.D.	01	--	--	01
PG (M.COM.)	01	-	01	01
UG B.COM. BMS BAF BMM BBI BFM	01+05	--	05	--
PG Diploma	--	--	--	--
Adv. Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate Foreign Trade	--	--	--	--
Others	03	--	03	03
Total	11	--	09	05

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

1.2 (i) flexibility of the curriculum: CBCS/Core/Elective option/Open option/CBCGS
Choice based Credit, Grading & Semester System

(ii) Pattern of Programmes:

Pattern	Number of Programmes
Semester	10
Trimester	--
Annual	--

1.3 Feedback from stakeholders* Alumni Parents Employers Students

Mode of feedback: online Manual Co-operative schools (for PEI)

1.4 Whether there is any revision /update of regulation or syllabi, if yes, mention their silent aspects.

Yes, there is regular revision or update of syllabi as per the guidelines of University of Mumbai. Syllabi revision is consistent every year after taking feedback from the teaching community and it incorporates new changes occurred in practical-commercial life. University of Mumbai introduced Choice based continuous evaluation from the academic year 2016-2017. The revised syllabi were progressively implemented in all the courses and programmes

1.5 Any new Department Centre introduced during the year. If yes, give details.

No, new Department Centre introduced during the year 2017-2018.

CRITERION II: TEACHING, LEARNING AND EVALUATION

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22 (Aided)	17	04		1 (Principal)

2.2 No. of permanent faculty with Ph.D.

10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	1	-	-	-	-	-	-	-	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

79

7

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	34	-
Presented papers	03	20	-
Resource Persons	01	02	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:





- ❖ Overhead projectors in every classroom
- ❖ Wi-Fi enabled classrooms
- ❖ Well equipped library with E- resources
- ❖ Regular use of presentations/videos and animation in additions to conventional blackboards
- ❖ Group discussions case studies and other problem based learning outcomes
- ❖ Field visits for Bcom students to increase practical orientation in subjects like principles of marketing and finance, marketing and HR
- ❖ Class test in subject of accountancy to evaluate learning outcomes.

2.7 Total No. of actual teaching days

during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):

-  Hall tickets are issued for students appearing for college exams
-  Examination seat number are assigned to every students and these are discrete from roll no
-  Photocopy of question paper is done in college examination room enabled with CCTV and WIFI
-  Assessments of answer book are centralized in the college.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

04	-	-
----	---	---

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise
Distribution of pass percentage:

For Aided course

Title of the Programme	Total no. of students appeared		Division / Grades													
	Sem V	Sem VI	O	O	A+	A+	A	A	B+	B+	B	B	C	C	D	D
			Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth
B.Com	656	640	11	01			151	69			150	140	107	155	43	99

As per 10 point Grade Table

For Unaided courses

Title of the Programme	Total no. of students appeared		Division / Grades									
	Sem V	Sem VI	O	O	A	A	B	B	C	C	D	D
	V	VI	Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth	Vth	VIth
BAF	66	66	14	11	36	44	07	08	04	00	00	00
BMS	128	128	04	08	71	65	35	29	06	07	00	00
BBI	57	57	01	01	20	18	20	17	06	14	01	06
BMM	55	55	00	00	26	24	17	13	02	06	00	01
BFM	48	48	02	03	23	24	10	14	04	04	00	02
			O	O	A	A	B	B	C	C	D	D
	S-3*	S-4*	S-3	S-4	S-3	S-4	S-3	S-4	S-3	S-4	S-3	S-4
M.com	57	#	04	#	33	#	15	#	01	#	00	#

As per 7 point Grade Table

*-Semester III & IV

Result not yet declared

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- ❖ IQAC holds regular meetings and discussions on academic issues.
- ❖ Monitoring is done on a continual basis to ensure adherence to plans and policies.
- ❖ Best practices in teaching-learning are shared among the faculty members.
- ❖ Principal uses student evaluation to give feedback to the teachers and to improve the quality of teaching-learning.
- ❖ Feedback from the faculty to improve quality of teaching and learning is encouraged.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	04
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Short Term Course)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14 (Aided)	4 (aided)	-	-
Technical Staff	-	-	-	-

CRITERION – III: Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC and Research Cell are highly functional and motivate faculty to undertake major and minor research projects.
- The IQAC and Research Cell also motivate faculty and Post –Graduate students to publish and present research papers.
- Under Graduate Students are also encouraged to participate in the International Economics Convention organized by our H(S)NC Board to inculcate research among them.
- The College has a Research Centre in the subject of Commerce and Management.
- The IQAC and Research Cell encourage the faculty to write and publish research papers for various quality and peer reviewed journals.
- Assists the faculty with the procedure of Faculty Improvement Programmes.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	---	----	---	---

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	1	1	Nil
Outlay in Rs. Lakhs	----	50,000	50,000	50,000

3.4 Details on research publication

	International	National	Others
Peer Review Journals	03	02	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	05	10	NIL

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Name of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----	-----	-----	-----
Minor projects	1 Year	University of Mumbai	50,000	-----
Interdisciplinary Projects	-----	-----	-----	-----
Industry sponsored	-----	-----	-----	-----
Projects sponsored by the University/College	1 Year	University of Mumbai	50,000	-----
Students research projects (other than compulsory by the University)	-----	-----	-----	-----
Any other (Specify)	-----	-----	-----	-----
Total	01	University of Mumbai	50,000	-----

3.1 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.2 No. of University Departments receiving funds from

UGC-SAP DST-FST

DPE DBT Scheme/funds

3.3 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conference organized by the Institution

Level	International	National	State	University	College
Number		1			29
Sponsoring agencies					

3.12 No. of faculties served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-----
	Granted	-----
International	Applied	-----
	Granted	-----
Commercialised	Applied	-----
	Granted	-----

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-----	-----	-----	-----	-----	-----	-----

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="----"/>	State level	<input type="text" value="----"/>
National level	<input type="text" value="----"/>	International level	<input type="text" value="-----"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="----"/>	State level	<input type="text" value="----"/>
National level	<input type="text" value="----"/>	International level	<input type="text" value="----"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="----"/>	State level	<input type="text" value="----"/>
National level	<input type="text" value="----"/>	International level	<input type="text" value="----"/>

CRITERION – IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.02 Acres			
Class rooms	26 (with Projectors)		Management	
Laboratories	-			
Comp. I.T.	2	-	Management	
Seminar Halls – A.V. Room	1		Management	
No. of important equipments purchased (1-0lakh) during the current year.	-	01	Management	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	12,000	Management	
Others	--	--	--	--

4.2 Computerisation of administration and library.

Library:

- ✓ Computers-10 +1 server with 2 printers,1 barcode printer, 1 scanner and 1 reprography machine
- ✓ 2 kindle readers
- ✓ Web OPAC
- ✓ All library functions are automated with library software SLIM 21
- ✓ Antivirus installed on all computers
- ✓ Library books and membership cards have barcodes

ADMINISTRATIVE OFFICE:

- ✓ 22 computers with internet facility
- ✓ Accounting software tally
- ✓ Vruddhi software
- ✓ Printer- 14
- ✓ Scanner-2

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value(Rs.)	No.	Value(Rs.)
Text Books	15813	1568962.11	613	76207.00	16426	1645169.11
Reference Books	33931	10894037.08	292	129910.00	34223	11023947.08
e-Books						
Journals	80	91729.00	5 ceased		75	79148.00
e-Journals (print + online)	10	36640.00	2 ceased		8	31775.00
Digital Database						
CD & Video	196 + 845 with books	111900.50	4 with books		196 + 849 with books	111900.50
Others (specify) Book Bank	8850	587571.00	420	47680.00	9270	635251.00
NLIST	6000+ e journals & 300000+ e books					5750.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	103	02	All	02	Nil	22	8	26 (P) + 8 (L)
Added	01	-						
Total	104							

P = Projectors, L = Laptops

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

<ul style="list-style-type: none"> ✓ Administration Staff: ✓ One administrative staff was sent for staff development training programme. ✓ ✓ Faculty Access: ✓ a) Two Desktop with Internet and Printer in Staff Room ✓ b) Two Desktops with Internet, Printer and Scanner in Library c) Computers with internet and printing facility in two Computer Labs d) Wi-Fi at central places ✓ Student Access: a) Two Desktops with Internet and printer facility on demand in the library. b) Photocopy facility in the library c) Wi-Fi at central places d) Two kindle reader e) Computers with internet and printing facility in two computer labs f) Students participating in International Economics Convention are trained to access computers for presentation and also research paper writing by the faculty of
--

Economics Department.

✓ **Training to Teaching and Non-Teaching Staff:**

- a) All administrative staff were given training on newly installed software Vrudhi
- b) Training was given to teachers and students on how to search on OPAC.

4.6 Amount spent on maintenance in lakhs:

Sr. No.	Particular	Amount (in Lakhs)
i	ICT	2,50,783
ii	Campus Infrastructure and facilities	1,59,724
iii	Equipment	3,13,598
iv	Others	-
	Total	7,24,105

CRITERION – V (2017-18): Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✓ The College has an IQAC cell which periodically reviews students' welfare and progression.
- ✓ The activities of the college are spelt out in the Academic Calendar. It is issued to all the students on the day of Orientation and it is also uploaded on the website.
- ✓ Students are encouraged to participate in co-curricular & extra-curricular activities of the college for their overall development.

5.2 Efforts made by the institution for tracking the progression

- ✓ The college has Alumni Association through which it has been possible to maintain regular contacts with the Ex-Students.
- ✓ Partial Automation of the Administration Office has been done and most of the students' related data has been electronically managed.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3008	136	-	-

(b) No. of students outside the state

05

(c) No. of international students

nil

Men	No.	%	Women	No.	%
	1509	48		1635	52

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3061	30	12	83	01	3187	3012	35	23	76	01	3144

Demand ratio

200%

Dropout

NIL

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The College has organised seminars and workshops for students for aspiring in CA/CS examinations. The college is also proposing to conduct a workshop on NET/SET for our PG students in the next academic year.

No. of students beneficiaries

90

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance:

- ✓ The main objective of the Counselling cell is to guide and help the students to manage their academic as well as personal issues. The counselling unit began in the academic year 2008-09.
- ✓ Mrs . Rajita Ramchandran is appointed from the academic year 2013-14. The Counsellor is available every Tuesday between 10.30 AM -2.00 PM.
- ✓ Students availing of the facility showed considerable improvement in their performance.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	250	65	22

5.8 Details of gender sensitization programmes:

- ✓ We have fully functional Women Development Cell working according to the University norms. The Cell organises different programmes for the benefit of the women.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	195	105000
Financial support from government	134	1189460
Financial support from other sources	24	90670
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: -----None-----

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 State the Vision and Mission of the institution

a) Mission:

To kindle intellectual curiosity in the students with a view to motivate them to achieve academic excellence, imbibe positive and healthy values and develop a well balanced personality, capable of working harmoniously as part of a team and adjusting to the ever-changing environment. To empower teachers to perform the role of change-makers in society and to dedicate themselves to the enhancement of quality teaching by continuous up gradation of their knowledge which will improve their awareness about the latest developments in their fields of specialisation. To impart education, which suits the needs of business and industry, where fulfilling social responsibility is being increasingly recognized as crucial for the progress of the society. To foster a culture of participation and innovation for employee growth by creating a sense of belonging. To help enrich the quality of life of the community and preserve Indian traditions and strengthen values.

b) Vision:

To become a premier institution in the city of Mumbai, providing education at the undergraduate and post graduate levels in the fields of Commerce & Economics with specialization in Accountancy, Management, International Business & other emerging areas.

6.2 Does the Institution has a management Information System

- ✓ The Institution has well-developed Management Information System in Academic and Administrative areas.
- ✓ Mobile App based attendance system for students is introduced in 2017-18.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- ✓ Curriculum is designed by the University of Mumbai.
- ✓ Our faculty members are motivated to participate in curriculum framing exercise by being part of Board of Studies and Syllabus Committee members.
- ✓ One of our faculties is appointed as a member of Academic Council in 2017-18.

6.3.2 Teaching and Learning:

- ✓ LCD Projectors are installed in every classroom to facilitate teaching and learning process.
- ✓ Identifying slow learners and giving them additional lectures (remedial coaching) for improving their academic performance.
- ✓ Our institute has provided Wi-Fi facilities to the students for seamless internet connectivity.
- ✓ Various teaching methods like Role play, Case Studies, Projects, Assignments, OHP and Power Point Presentations are used by our faculty members.

6.3.3 Examination and Evaluation

- ✓ Examination and Evaluation are done as per University of Mumbai's Ordinances.
- ✓ The examination committee conducts Question Paper Audit for all the papers by experts or moderators to verify whether the Question Papers are as per University Syllabus or Paper Pattern prescribed by the University.
- ✓ Unfair Means Committee takes disciplinary action against students who resort to unfair means during the examination conducted by the college on behalf of the university.

6.3.4 Research and Development

- ✓ The college has Ph.d. Research Centre in the subject of Commerce and Management.
- ✓ 02 of our faculty have completed Ph.d. in 2017-18.
- ✓ 03 of our faculties are pursuing Ph.d.
- ✓ A workshop on 'Understanding the Power of Excel & Convenience of SPSS' was conducted on 10th February 2018 by college. A total of 41 teachers participated in it.
- ✓ Students from the different stream of our college are guided by our faculty for taking participation in various research competitions like *International Economic Convention, Arthmanthan* etc.
- ✓ Our teachers have also attended conferences and seminars as a Resource Person.
- ✓ Our faculty also undertake Minor and Major Research Projects sponsored by UGC as well as University of Mumbai.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ A total number of 905 new books (not for book bank) were added in the library in 2017-18 which accounted for 206,117 Rs.
- ✓ LCD projectors are placed in all the Classrooms for conducting ICT enabled lectures by the faculties.
- ✓ CCTV's are also positioned in every classroom, every floor, library and near the main gate.
- ✓ LCD Televisions are also placed on Ground Floor of the campus for News updates.

6.3.6 Human Resource Management

- ✓ On rotation basis, faculty are allowed and motivated to upgrade their skills.
- ✓ In A.Y.2017-18, our faculty attended the following courses for upgrading their skills: **Refreshers Course – 02, Orientation Course – 04, Short Term Course – 01 etc.**
- ✓ Various committees such as Placement Cell, Career Counselling, Green & Energy Audit, Sports, NSS etc. ensures the quality enhancement of Human Resource Management.
- ✓ Staff Meetings are conducted on regular basis for teaching and Non-teaching staff.

6.3.7 Faculty and Staff recruitment

- ✓ Recruitment is done in college as per the Maharashtra Government and University of Mumbai guidelines.
- ✓ Recruitment in College (2017-18):
Teaching (Aided) [On contractual basis] – 01 and Non-teaching - Nil.
- ✓ Adhoc appointments of teachers are also done in case of excess work load.

6.3.8 Industry Interaction / Collaboration

- ✓ In 2017-18, 50 students of our institute were placed through placement cell in leading companies such as Deloitte, LIC, ICICI Prudential Life Insurance Co. Ltd., P3 Architectural Solutions, Intern Wiz etc.
- ✓ Regular industrial visits, field visits are organised as a part of knowledge enhancement of the students.
- ✓ In addition to In-House Faculty, Professionals from industry also engage lectures for self-financing courses.

6.3.9 Admission of Students

- ✓ Our institute gives admission to students strictly as per university guidelines.
- ✓ All admissions are based purely on merit.

6.4 Welfare schemes for

Teaching	03 (Advance Salary)
Non-Teaching	04 (Advance Salary)
Students	Scholarship 76,000 /- Group Insurance of Rs. 111,049/- and Book Bank - 47,680

* In 2017-18, total 420 books were purchased under book bank scheme which accounted for 47,680 Rs.

6.5 Total corpus fund generated **Rs. 100,000**

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic*	No	-	Yes	Internal Committee appointed by Principal
Administrative	No	-	Yes	Internal Committee appointed by Principal

*Academic Audit was done in 2015-16 by University of Mumbai.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

- ✓ Alumni of the institute are involved in sponsoring cultural events like *Akarshan*.
- ✓ Some of our Alumni are actively engaged in college activities.
- ✓ They also assist our college students by delivering motivational and guidance lectures.
- ✓ The Alumni also provide financial assistance for overall college development.

6.12 Activities and support from the Parent – Teacher Association

- ✓ Regular meetings are conducted with the parents of attendance defaulters.
- ✓ College also conducts regular orientation programmes for all the F.Y, S.Y & T.Y level students of Aided and self-financing courses, where parents are also encouraged to attend. The purpose of the programme is to make them aware of their syllabus, exam paper patterns and various rules & regulations of the college etc.

6.13 Development programmes for support staff

- ✓ All non-teaching staff members are motivated and supported to upgrade their skills on rotation basis.
- ✓ Non-Teaching Staff has participated in workshops (2017-18) such as: *MKCL – 02; Attended Workshop/Seminar on SC/ST and Pension – 02* etc.
- ✓ Support staffs are provided with loan facilities, uniforms, advance salary, fee concession for their child etc.
- ✓ The college gives priority in admission for their wards in College.
- ✓ The college organises annual lunch for all the teaching and non-teaching staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- ✓ NSS students organise cleanliness awareness campaign in college under Swatch Bharat Abhiyaan on 3rd August 2017. They cleaned the college premises, classrooms, Sports room and library.
- ✓ Cultural committee conducted ‘Best out-of-waste’ event in the college on 18th Jan. 2018. This event included activities such as Eco Press (Recyclable paper dress), CD-box, Diya by Sticks etc.
- ✓ Signages are displayed in every class rooms and every floors such as Save Electricity, Dispose the Waste in Dustbins etc.

CRITERION – VII: INNOVATIONS AND BEST PRACTICES

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Student satisfaction survey has been given utmost importance which in turn reflected into self improvement of the faculty.
2. Interactive digi-teaching and learning process has been augmented with the help of smart classrooms.
3. The entire campus is under the scanner of CCTV surveillance in order to prevent any unscrupulous activity.
4. A vigilant anti-ragging cell is in place to ensure safety of new entrants and especially female students.
5. A national level workshop on “data analysis – research web series – understanding the power of excel and convenience of SPSS” was conducted by IQAC in collaboration with research center and faculty development committee on 10th February, 2018.
6. The library has a excellent collection more than 49000 books and 1000 CDs.
7. The college organised E-Waste collection from 12th February to 17th February, 2018.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

ANNEXURE – I

7.3 Give two Best Practices of the institution

ANNEXURE – VII

7.4 Contribution to environmental awareness / protection:

Contribution to environmental awareness / protection

- ✓ Energy saving mechanism is ensured by switching of the lights and fans after the lectures are finished off for the day. Teaching faculty has been appointed as Floor In-Charge to monitor whether the floor peons are following the instructions attentively.
- ✓ The college has started replacing the CFL lights with LED Bulbs as per the recommendations of energy and green Audit.
- ✓ E-Waste collection drive was organised from 12th February to 17th February, 2018.
- ✓ 85% faculty use public transport.

✓

7.5 Whether environmental audit was conducted?

✓ Yes

No

7.6 Any other relevant information the institution wishes to add.

8. SWOC ANALYSIS

INSTITUTIONAL STRENGTHS:

- Strategically located in the Queen of Suburbs *Bandra* attracting students from all strata of society.
- **Proactive, Supportive and Progressive Management.**
- Offering academic programmes to students at both Under Graduate and Post Graduate Levels which are relevant in modern times and which contribute towards nation's development.
- Highly enthusiastic and experienced faculty playing the role of change makers in the society.
- Extensive use of ICT by the faculty to make teaching-learning process learner-centric.
- Nurturing and shaping students into learners with academic excellence, disciplined, talented and sensitive towards national and social development and instilling in them positive and healthy values.
- Outstanding performance of students in extra-curricular activities and sensitizing them to nature, environmental issues, poor and marginal sections of the society through social outreach programmes.
- Student academic and financial support activities like remedial coaching for weak learners, mentoring for advanced learners, freships and scholarships (i.e. Government and Institutional).
- Eminent Alumni with personal and emotional bonding with the institution supporting overall development activities of the institution.
- Strategic partnerships with national and internationally reputed institutions for providing skill development courses and faculty/student exchange programmes.

INSTITUTIONAL WEAKNESS:

- **Limitation of space for implementation of new courses.**
- As per the government policy, the Teacher-Student ratio (1:120 to 1:132) which is very à-vis their foreign counterparts resulting in ineffective interaction or no interaction at all

INSTITUTIONAL OPPORTUNITIES:

- To encourage research among students belonging to under graduate and post graduate courses as well as among the faculty.
- To initiate the process of getting approval from the University of Mumbai for undertaking research in Business Economics.
- To develop linkages with industry resulting in more varied skill development courses and increasing employability among our students.
- To train our students in language skills, soft skills and entrepreneurial skills as required for the global market.
- To strengthen the activities of remedial coaching for slow learners and mentoring for advance learners.
- To increase the involvement of our strong Alumni in college infrastructure development and student support activities.
- To strengthen the Placement process and have a formal MOU with the companies visiting the campus for selection of candidates.
- **To develop expertise in providing consultancy services by the faculty.**

INSTITUTIONAL CHALLENGES:

- Severe competition from professional courses that have high employability and good incentives has led to reduction in demand for traditional courses.
- Motivating students to take up additional skill development courses along with traditional and professional courses.
- Extending better facilities for extra-curricular activities and student support due to paucity of space and funds.
- Overcoming hurdles in strengthening industry linkages for introducing new courses to meet current market and global trends.

8. Plans Of Institution For Next Year

This Perspective Plan of the College is drawn for a period of TEN years commencing from AY 2016-17 to AY 2025-26, with a Review after FIVE years, during AY 2021-2022, when the college completes 60 years of its existence

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under –

- 1) To be able to enhance the Brand Equity of the College, which it has created for itself, in its Local Jurisdiction between Dadar and Santacruz;
- 2) To achieve the Title “College with Potential for Excellence” which is granted as per the norms laid down by UGC;
- 3) To create an enabling environment for holistic development of Students, Faculty and Support Staff;
- 4) To facilitate continuous upgradation and updation of Knowledge & Use of Technology, by Faculty and Students;
- 5) To fulfil its Social Obligations, in the manner of providing formal & informal education, dissemination of Knowledge, organizing programmes and activities for the benefit of the Community and Other Stakeholders;
- 6) To create awareness and initiate measures for Protecting and Promoting Environment;
- 7) To encourage and facilitate Research Culture, to promote Research by students and Faculty and Consultancy by Faculty;
- 8) To provide additional thrust to promote Sindhi Language

This Perspective Plan outlines the various initiatives and focus areas to achieve the aforesaid Objectives. The same are enumerated hereunder –

1) INSTITUTION

- 1.1 To revise the Vision and Mission of the College, where necessary, to align with the aforesaid objectives;
- 1.2 To continuously Innovate, Introduce new courses and remain relevant to the changing needs of the stakeholders;
- 1.3 To provide thrust to achieve excellence in niche courses, such as BAF & BMM;
- 1.4 To monitor Quality Assurance and Quality Enhancement activities of the Institution and to obtain ISO Certification;
- 1.5 To Implement suggestions made in the Academic Audit Report by the Audit Team deputed by Mumbai University and the Recommendations made by the NAAC Re-Accreditation Committee, during the third cycle of NAAC

2) INFRASTRUCTURE

- 2.1 To Implement Structural Repairs to Building and Electrical Repairs, on the basis of Structural Audit, carried out by the Management;
- 2.2 To Implement the recommendations made by Audit Team which conducted Green Audit & Energy Audit, carried out by the Institution;
- 2.3 To provide space for and make available Canteen Facility and Canteen Kiosk, for Students & Staff Members;
- 2.4 To create Additional Lecture Rooms by optimally utilizing the available space;
- 2.5 To provide resources required for Use of Technology to provide online course contents, video lectures, etc , to overcome space constraints

3) ADMINISTRATION

- 3.1 To automate various Office Administration Processes;
- 3.2 To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities, & Others;
- 3.3 Use of Short Messaging Service (SMS), Apps developed and designed for communication with Students, to be extended to students of all courses;
- 3.4 To provide for a doctor on campus for the welfare of staff;
- 3.5 To support various Staff Benefit and Welfare measures.

4) LEARNING RESOURCES

- 4.1 To upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online;
- 4.2 Digital Content in the form of Video Lectures, Study Notes, etc. to be made available on the web-site by Teachers;
- 4.3 Digitisation of Research Papers published by Staff Members and of Papers presented during the Conferences hosted by the College;
- 4.4 Faculty members shall be encouraged to create blogs to enable students to communicate their doubts, give feed back, suggestions, etc.
- 4.5 To make available Resources for use by Researchers at the Research Centre

5) LINKAGES

- 5.1 To facilitate Faculty Exchange Programmes with Other Academic Institutions and International Linkages;
- 5.2 To facilitate Collaboration with Libraries of Professional Institutions and other Libraries of eminence;
- 5.3 To facilitate Student Exchange Programmes with Other Academic
- 5.4 To enter into MOU's with Corporates and Industry Associations to promote Academia – Industry Linkages, to enable placements, internship, training, etc. for the students;
- 5.5 To enter into collaboration with ISME to facilitate an Incubator Cell for new Ideas to be translated into business ideas
- 5.6 To foster and strengthen relationship of Alumni with the Institution

6) FACULTY

- 6.1 To facilitate a Research Environment in the College, which encourages Faculty and Students to undertake Research;
- 6.2 To encourage faculty to undertake Consultancy Assignments;
- 6.3 To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences;
- 6.4 To devise techniques to enable various improvements in the existing Teaching Learning & Evaluation process and measurement of Learning Outcomes, viz.
 - Question Paper Audit by Students
 - Benchmark results with five colleges in the neighbourhood
 - Faculty Evaluation & Feedback from Students
 - Institution Facility Evaluation & Feedback from Students
- 6.5 To encourage Faculty to Participate in Syllabus Framing (at Board of Studies), Setting Question Papers (at University Examinations), Visit Other Institutions as Resource Persons, etc.

7) SOCIAL OBLIGATIONS

7.1 To continue to provide formal education to needy and deserving students, by providing - fee concessions, fee waiver, book bank facility, etc.;

7.2 To organize programmes (informal education) on topics of general interest for the benefit of students and society / community;

7.3 To continue to organize Extension Activities for the benefit of the Society and to create awareness on various social issues

8) OTHER INITIATIVES

8.1 To Introduce Job-oriented and Skill based courses;

8.2 To give thrust to and create awareness about Cleanliness;

8.3 To Initiate more scholarships to reward the students for various achievements;

8.4 To give additional thrust to Campus Placements Initiatives;

8.5 To Identify Talent among students for various sports & cultural activities;

ANNEXURE –I

Plan of Action	Action Taken
Academic Calendar	<ul style="list-style-type: none"> ✓ Introduced and brought into effect during the Academic Year.
Smart Classrooms	<ul style="list-style-type: none"> ✓ CCTV cameras are installed in almost all areas of college premises. ✓ All the classrooms are ICT enabled with LCD projectors and display screens.
Nature Club	<ul style="list-style-type: none"> ✓ With the horizon of time our Nature Club has changed the scope of work and broaden towards community welfare rather than just stick to nature and Environment. ✓ It is about development of holistic skills among students by creating awareness and sensitizing towards different colors of life. ✓ Hence this time under Field Visit Programmes with the BBI students's feelings of Patriotism, Pride on nation was aimed by our memorable visit to Jalianwala Baug & Wagha Border on 26th January, 2018. ✓ The entire visit evoked feelings of devotion and respect towards the nation among students. The 26th January 2018 Parade Day Programme has imparted life skill training to the students.
FDP	<ul style="list-style-type: none"> ✓ The research center of Smt. MMK college conducted a National level workshop on Data Analysis - "RESEARCH WEB –SERIES 1" – Understanding the Power of Excel and convenience of SPSS, on Saturday, 10th February 2018. ✓ The resource person was Ms. Achita Barkhud, faculty at NMIMS, who has a wide range of experience in handling complex data analysis for multiple projects. Participants from different parts of the country attended this National Workshop.
Installation of CCTVs	<ul style="list-style-type: none"> ✓ Most of the areas have been covered by CCTV Cameras. Some of the cameras were replaced and areas earlier not covered have been covered.
Automation of college and Administration Office	<ul style="list-style-type: none"> ✓ Most of the process of Administration has been automated. The College has purchased VRUDDHI Software for complete automation of administration. ✓ New College website went live on 17th February, 2016. The website is updated regularly and all events and announcements are displayed on the homepage.

	✓
Student – Centered Sensitizing Programmes	<ul style="list-style-type: none"> ✓ On 28th June 2017, Mr Sandeep Arora from the Institute of International Management Studies conducted seminar on diverse scope for students in management education that can be pursued by students after completing graduation. ✓ On 24th July 2017 Ad Commissioner of Income tax range 3(2) conducted income awareness program in the college explaining government initiatives income tax reforms and benefits of tax payments to national growth and development. ✓ On 1st August 2017 Arena animation conducted seminar on different career option in media and entertainment industry, job opportunities in media industry were discussed. ✓ On 9th January 2018 Times pro a subsidiary of the Times of India group conducted career orientation session for final year degree college students of the college comprehensive digital marketing program was discussed among the students. ✓ A seminar on digital marketing and real estate management conducted by Mr. Ram Maheshwari from Hiranandani Institute of learning was held on 17th January 2018 in college conference room. A communiqué from institute appreciated the students’ response to the diploma course offered by institute. ✓ A seminar on Add on course in Microsoft office (Certification from Google California) was held on 29th January 2018 in college. ✓ Union budget is most eagerly awaited event for all commerce students; a live streaming of union budget was conducted by CA. Sanjay Dagia in conference room, it was followed by interactive question and answer session.
Institutional Environmental Sensitizing Programme	<ul style="list-style-type: none"> ✓ E-Waste collection drive was organized by the department of Environmental Studies in the college premises from 12th February to 17th February 2018. In this drive electronic waste items were collected from the students and teachers, which were given to the NGO named ECO-ROX, which works from safety disposing of the E-Waste by scientifically treating the E-waste. ✓ The Principal, Vice – Principal and the faculty members visited the drive. Volunteers made E-Waste posters to create awareness among the students. E-Waste collection box was kept beside CCD KIOSK for collection of waste. We received overwhelming response from teachers and students. They contributed

	<p>generously for this cause.</p> <p>✓ On Saturday 10th February 2018, students of F.Y.B.Com visited Maharashtra Nature park, Mahim as a part of their study tour. They were accompanied by Prof. Sushant Damodare, Prof. Pooja Sawant and Prof. Satyaprakash Pandey. 130 students had participated in the field trip. The nature trail to Maharashtra Nature Park was very informative trip. Students were able to gather information on different varieties of medicinal plants, flowering plants etc. The special feature of the park was that, it was developed on a dumping ground. The park attracts about 165 species of butterflies, 278 species of snakes. Students were able to see the plight of Mithi River which flows alongside the parks boundary. It was a knowledgeable experience for the students.</p>
NAAC (3 rd Cycle) Conducted	<p>✓ National Assessment And Accreditation Council (NAAC) has, in the Third Cycle, re-accredited Smt. M.M.K College of Commerce and Economics, with an 'A' grade and a 3.20 grade point average on a 4 point scale.</p>
Student Orientation Programmes	<p>✓ Orientation programmes were organised for all courses at all levels during the Academic Awareness Week in the month of August.</p>
Annual Convocation for Degree College Students	<p>✓ Annual Convocation Programmed for TYBCOM (Aided and U-Aided) students were organised as per the instructions of the University of Mumbai. Principal Dr.A.C.Vanjani conferred the convocation Certificates to all the successful students.</p>

SEMINAR/WORKSHOP/VISIT (SELF- FINANCING)		
SR. NO.	SEMINAR/WORKSHOP/VISIT	DETAILS
BMS	Goods And Services Tax	This year the session began with a talk by CA. Anuj Jain on 'Goods and Services Tax' on 1st July 2017. The session was primarily organized for the TYBMS students to provide them with expert insights on the new indirect tax regime.
	Invest To Create Wealth – Start Early	A seminar on 'Invest To Create Wealth – Start Early' was organized by the department on 25th July 2017. Mrs. GarimaKumar, Director & Co-founder, LotusKnowlwealth, gave students an exhaustive talk on importance of financial independence and how mutual funds could help them in achieving their goals.
	Higher Education Abroad	Career counselor Dr. Pratibha Jain visited the TYBMS students and mentored them on 'Higher education abroad'.
	Success In Life	The students of BMS attended the 'Kiran' seminar, organized by N.K.College on 12th Aug. 2017, where Gaur Gopal Das, a highly qualified speaker motivated and guided the students on 'Success in Life'.
	Fashion Management -As a Career Option	A session on 'Fashion Management -As a Career Option' was conducted by MOD'ART for the benefit of the SYBMS students. The session gave them an insight into the nuances of the fashion industry.
	How To Build A Resume And Crack GD &Pis	How to build a resume and crack GD & PIs', a workshop on this theme was organized by the department for the TYBMS students on 11th January 2018. The speaker, Dr. Roopam Gosain was from the ITM school of business and her session was well received by the students.
	Careers In Digital Marketing	Seminar on 'careers in digital marketing' was conducted by Future Global academy on 8th December 2017 for the FYBMS students. The objective was to give insights to students on the future prospects & careers in the field of digital marketing
	Live Budget	The students of SYBMS attended the 'Live budget' session organized by the college on 1st February

		2018.
	Certification Courses In Advanced Excel	The students of FYBMS attended the seminar conducted by Microsoft for 'Certification courses in Advanced Excel' on 31st January 2018.
	Debate Organised By REPUBLIC T.V	Students of BMS attended a debate organised by REPUBLIC T.V in the college premises on the 23rd January 2018.
B.B.I.	BANK RECRUITMENT & OPPORTUNITIES-IBPS”	Workshop organized on 25 th July 2017 by PADMAVATHY S., Deputy General Manager, Indian Bank & Planner-Trainer in multi unit IT management and Technology. Detailed aspects related to Banking Exams and Recruitment Process highlighted in the workshop.
	ACADEMIC FLCP VISITS	Students visited RURAL HOUSEHOLDS for spreading Banking Literacy under FINANCIAL LITERACY COMMUNITY PROGRAMME.
	INDUSTRIAL VISIT at Amritsar	Blanket Industry visited at Amritsar Punjab for firsthand experience and practical learning.
BMM	Workshop on Movie Making	Conducted on 12 th September 2017 by Mr. AshmitKunder Producer and Editor of the movie “BabumoshaiBandookbaaz” enlightened the students on nuances of Movie Making.
	Seminar on Crime Journalism	Organised for TYBMM students on 13 th December 2017 and session conducted by Mr. GautamMengle – Journalist – The Hindu who gave students insights about the world of Crime Journalism.
	Workshop on Branding - Rebranding	Core area of Marketing, organized for SY & TYBMM students and conducted by Pearl Academy on 14 th December 2017.
	Seminar on Carrers in Digital Marketing	Conducted by Mr. Karan Sharma from IIDE, Mumbai to give BMM students an overview of the growing world of digital marketing and the opportunities that lie therein.
	Workshop on Republic TV	BMM students participated in Debate by Republic TV
	Seminar on Marketing & Real	Organized by Hiranandani Institute of Learning on 24 th January 2018 to give BMM students an

	Estate Management Programme	overview of career opportunities available to them after completion of Three Year BMM Programme.
	Annual Photography Exhibition	Annual Photography Exhibition “Colors of Life” was held on 29 th January 2018 and Second Year students displayed photographs clicked by them showcasing life in all its complexities.
BAF & BFM	Seminar on Career opportunities after Third Year	Seminar conducted by that informed the students about career options after Third Year in countries like Canada as well as information about various entrance programs.
	Career Launcher	A Seminar conducted by career Launcher and informed students abroad studies option in New Zealand, Canada and Australia. The students were informed about various post graduation courses and a comparison was laid between the various carrer options that one can opt for after graduation.
	Seminar on Global Education	IDP Education arranged a visit from the US Institute to help the students identify the right university take necessary steps and apply for the course.
	Bombay Stock Exchange	Seminar was organized for BAF and BFM students to gain practical knowledge and exposure of how the stock market works.
	Rajasthan – Industrial Visit (BAF)	The BAF Department went for an Industrial Visit to the state of Rajasthan.
	Igatpuri and Saputara – Industrial Visit (BFM)	In the month of September, the BFM department went for an Industrial Visit to Saputara and Igatpuri. Student visited <i>Ambar Forge Pvt Ltd</i> in Ambad, <i>Nashik</i> , a top company in the category Forging Manufacturers, also known for Forging Die Manufacturers and also manufacturer of Ferrous Product, Non-Ferrous Product & Forging Product from <i>Nashik</i> , Maharashtra.
	Pune Industrial Visit (BAF)	The BAF went for an Industrial Visit to Pune in the month of February 2018. Students visited Katraj Dairy Farm.

	B COM	<ul style="list-style-type: none"> ✓ On 28th June 2017, Mr Sandeep Arora from the Institute of International Management Studies conducted seminar on diverse scope for students in management education that can be pursued by students after completing graduation. ✓ On 24th July 2017 Ad Commissioner of Income tax range 3(2) conducted income awareness program in the college explaining government initiatives income tax reforms and benefits of tax payments to a growth and development. ✓ On 1st August 2017 Arena animation conducted seminar on different career option in media and entertainment industry, job opportunities in media industry were discussed. ✓ On 9th January 2018 Timespro a subsidiary of the Times of India group conducted career orientation session for final year degree college students of the college comprehensive digital marketing program was discussed among the students. ✓ A seminar on digital marketing and real estate management conducted by Mr. Ram Maheshwari from Hiranandani Institute of learning was held on 17th January 2018 in college conference room. A communiqué from institute appreciated the students' response to the diploma course offered by institute. ✓ A seminar on Add on course in Microsoft office (Certification from Google California) was held on 29th January 2018 in college. <ul style="list-style-type: none"> ✓ Union budget is most eagerly awaited event for all commerce students; a live streaming of union budget was conducted by CA. Sanjay Dagia in conference room, it was followed by interactive question and answer session
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ANNEXURE II

Academic Calendar 2018-19

June 2018							July 2018							August 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	4	5	6	7	8	9	1	2	3	4	5	6	7	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28	22	23	24	25	26	27	28
							29	30	31					29	30	31				

September 2018							October 2018							November 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30						29	30	31					29	30	31				

December 2018							January 2019							February 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30						29	30	31					29	30	31				

March 2019							April 2019							May 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30						29	30						29	30					

Sl	Holiday	Date	Day	Sl	Holiday	Date	Day
1	Independence Day	15-Aug	Wed	12	Christmas	25-Dec	Tue
2	Parsi New Year	17-Aug	Fri	13	Good Friday	29-Mar	Fri
3	Mak Saka (Bakara)	22-Aug	Wed	14	Maha Shivratri	04-Mar	Wed
4	Ugadi	29-Aug	Tue	15	Eid	21-Mar	Tue
5	Saraswati	03-Sep	Mon	16	Good Friday	06-Apr	Tue
6	Maharajm	11-Sep	Fri	17	Good Friday	14-Apr	Tue
7	Sankranti	02-Oct	Thu	18	Maharajm	17-Apr	Wed
8	Pongal	19-Oct	Fri	19	Good Friday	19-Apr	Thu
9	Pongal	05-Nov	Wed	20	May Day	01-May	Wed
10	Mah Navami	11-Nov	Wed	21	Good Friday	19-May	Tue
11	Saraswati Purnima	23-Nov	Fri				

Term	Start Date	End Date
First Term	20 Jan to 3 Nov 2018	
Second Term	26 Nov to 4 May 2019	
Mid Term Break	12 Sep to 17 Sep 2018	
Diwali Vacation	6 Nov to 21 Nov 2018	
Christmas Vacation	26 Dec to 1 Jan 2019	

Prepared by SA

ANNEXURE –III

N.S.S REGULAR ACTIVITIES (2017-18)

1)WORLD ENVIRONMENT DAY (5th JUNE 2017)

The NSS Unit had organized a lecture on GLOBAL WARMING on 5th June 2017. The speaker called for this day was Mr B.M Joshi, Forest Officer, Thane District, Maharashtra. He gave a brief lecture on use of cloth bags instead of plastic bags & side effects of plastic bags on the environment.

2)INTERNATIONAL YOGA DAY (21ST June 2017)

The program was organized in the Conference Hall of Smt.M.M.K College. Our Principal Dr. A.C Vanjani, Vice Principal, N.S.S P.O, Teaching and Non-Teaching staff & all the N.S.S Volunteers enthusiastically participated in the program. Apart from the officials of the college the program was graced by yoga trainer Mr. DEEPAK PANDEY. The program included exhibition of various postures of Yogasanas.

3) SAY NO TO DRUGS (28th June 2017)

This Activity was held at RavindraNatyaMandir (Prabhadevi), where a large number of N.S.S Volunteers representing different colleges under Mumbai University were present. Apart from N.S.S volunteers, there were N.C.C volunteers, school students, officials from various NGO's. This event was organized in order to raise awareness and educate the youths about the harmful effects of drugs. The Chief Guests of the event were SiddharthJadhav and DevdattaNage.

4)TREE PLANTATIONDRIVE(6th July 2017)

This Activity took place at Chirad Village (Murbad). Volunteers were instructed by the P.O about Tree Plantation. The staff members helped the volunteers and guided them with the tree plantation. We planted **50 saplings**. The event ended with refreshments and vote of thanks to the SARPANCH of the village.

5)GURU PURNIMA (8th July 2017)

This day is been celebrated for teacher's as they have been guiding and helping us in all our problems, and making our future bright. We celebrated it by giving roses as a token of honour to all the teachers. All the volunteers had a small get-together with the teaching as well as the non-teaching staff, snacks were distributed, had a good time with them.

6)VOTER ID REGISTRATION

The aim of the drive was to ensure that all the students who are of 18 years of age as on January 1 of the academic year to get them registered as voters. Besides this, the objective of this Registration camp was to help students and staff of the campus as well as outsiders to get their Voter Id which will help them to prove their identity in various organizations such as government departments and Banks. Due to the efforts of our diligent volunteers, more than 150 people would soon get their voter ID.

7)N.S.S ORIENTATION FOR THE YEAR 2017-18 (29th July 2017)

On 29th July 2017, an introductory session for all the new volunteers was held in the conference hall. Our P.O gave a short speech for welcoming the new volunteers. This session highlighted the need, importance of social service in today's helpless world of the down trodden and helpless sections of the society. Volunteers were geared up to conduct various interesting activities throughout the year. Followed by the distribution of certificates to all those volunteers who had successfully completed 240 hours in N.S.S.

8)STRESS MANAGEMENT(29th July 2017)

The aim of this seminar was to raise awareness about, how stress can be managed in our daily life. Our Principal, Vice Principal, faculty members and a number of N.S.S volunteers participated in the seminar. It was conducted by the Brahmakumarisisters. Sr. Vinita said that the first step in managing stress is recognizing it in your life. Further she said there are many practical stress management techniques available, some for use by health professionals and others, for self-help, which may help an individual reduce their levels of stress. She, also said quick and easy way to release the stress from your body is to take a few minutes to breathe deeply. At the end of the session Sister Vinita and her colleagues tied Rakhis to the staff members on account of Rakhshabandhan.

9)WASTE COMPOST ACTIVITY (9TH August 2017)

An Orientation and Training Session was organised by the University of Mumbai and Keshav Shrushti on the topic "Waste to Compost Mission". It was held at R.D National College. The Session was conducted by Mr. Sushil Jaju. Where the volunteers were explained about the importance of waste management in daily life through power point presentation. Besides they were given information about how to segregate waste. The main objective of this session was to Create Awareness to every citizen about Waste Management And Environment and to Reduce the carbon footprint of our cities and help in reducing green house gases. And making our cities an example in waste management to be followed by rest of the world. At the end volunteers were provided posters and pamphlets in order to pass this message in their respective locality.

10)SWATCH BHARAT PAKHWADA (1ST August to 15TH August 2017)

A] PLEDGE

The NSS volunteers were supposed to take Swatchta Pledge in order to keep their surroundings clean and to mark the occasion. The pledge ceremony took place in the College's Conference Hall. Where volunteers were thought the importance of cleanliness in our day to day life.

B] AT SMT.M.M.K COLLEGE

A mass cleanliness drive was to be organized in the respective colleges. So we conducted cleanliness drive in our college premises where all the locations such as library, staff room, class rooms, sports room etc were cleaned by the volunteers. Besides the College Campus volunteers also cleaned the road outside the college. After a long working day volunteers were given refreshment and they were appreciated by the working and non-working staff of the college

C] AT DANDA VILLAGE

All the colleges were asked to adopt a particular village in order to carry out cleanliness drive. We adopted Dandavillage(khardanda), in order to motivate the people living there to maintain cleanliness in their surroundings. The volunteers also cleaned the Danda Beach and a temple. Where the volunteers collected tonnes of litter such as clothes, fishing nets, plastic sheets, polythene bags and empty glass bottles.

D] AT KOPAR RAILWAY STATION

The N.S.S unit of our College carried out cleanliness campaign on the account of Swatch Bharat Pakhwada. Under the Guidance of our programme officer Prof. Shrinivas Aiyar, 45-50 volunteers of NSS unit cleaned up four platforms of Kopar railway station, which included bridges, & skywalks. Volunteers also urged the commuters to maintain the cleanliness.

11) INDEPENDENCE DAY (15th August 2017)

We started with the hoisting of the flag by our Principal Dr. A.C Vanjani, also gave an inspirational speech. Songs were being sung by the students of the cultural committee and N.S.S. volunteers which was dedicated to that precious day. We also had a song performance by our teachers.

12) TEACHER'S DAY (6TH SEPTEMBER 2017)

This day was dedicated to all the teachers who had been guiding us in all aspects of our life. It was organized by the N.S.S Unit and the Cultural Committee. We started this day by cutting the cake and giving gifts which was a handmade pen holder to all our professors. Also there was a dance performance by our N.S.S. Volunteers and solo song was sung. As this day was ended by jolly moments & also refreshment were given to the teaching and non-teaching staff

13) BLOOD DONATION CAMP (15th SEPTEMBER 2017)

On 15th September, 2017 we organized a Blood Donation Camp & Thalassemia Check-up in collaboration with Mahatma Gandhi Blood Bank. On that day all the volunteers assembled at 6:00 am to get all the things set up for the day. Every volunteer got themselves engaged in their department to do various activities and made it a successful event. Overall we were very joyful and proud for having collected **401 Units** of blood and making a new record. There was refreshment for all the volunteers and Also for the blood donor's. A hearty thanks to all for generously donating blood for a Nobel cause.

14) N.S.S DAY (23RD SEPTEMBER 2017)

N.S.S was formally launched on 24th September 1969, the birth centenary year of the Father of the Nation. Therefore; 24th September is celebrated every year as N.S.S Day. This year we celebrated 48th N.S.S Day. The day started with the lightening of the lamp, prayer dance followed by cake cutting. The volunteers enacted a skit on Swatch Bharat Abhiyaan to create awareness, performed dance and sang songs. Our N.S.S Jersey was also inaugurated on this day. The day ended with jolly moments & also refreshment were given to the volunteers, teaching and non-teaching staff.

15) POSTER MAKING (28th September 2017)

Poster Making Competition was held for the NSS volunteers. This activity was conducted in order to make preparation for the swachta rally which was to be held on 2ND October 2017, in the memory of Mahatma Gandhi.

16) SWATCH BHARAT ABHIYAAN AT MAHIM CHOWPATTY (29TH September 2017)

We participated in Swachh Bharat Mission Activity that took place at Mahim Chowpatty .In support of Swachh Bharat Mission, Mumbai University & B.M.CInitiated a Cleanliness campaign to create and increase awareness that good health and cleanliness are closely related.This initiative saw participation of various schools and colleges. The slogan for the event was, MY WASTE,MY RESPONSIBILITY. This initiative was taken to dispose the garbage in a way that it does not lead to any public health concern. This initiative will be rolled-out across neighbouring suburbs as well.

17) SWATCHTA RALLY (2ND October 2017)

The National Service Scheme (NSS) unit of National College organised a rally for spreading awareness regarding cleanliness. Our volunteers also participated in the rally .The rally started at 8:00 am from National College and ended at Juhu Beach. Holding banners and posters with informative messages, the volunteers interacted with locals and informed them about need and importance of maintaining cleanliness. Locals appreciated the initiative of NSS volunteers for organising and participating in the awareness rally and hoped that more of such initiatives will be organised in future also.

18) BHAJAN SANDHYA (2nd October 2017)

This event was organised by the Mumbai University at Gateway of India. It took place on occasion of Gandhi Jayanti and International Non Violence Day. The program consisted of various Acts, Peace songs, bhajans etc. There was also an inspirational speech for today's youths regarding how to maintain peace and avoid violence, followed by motivational wordings which were said by Mahatma Gandhi for the betterment of Indians.

19) NASHA BANDI MANDAL RALLY (3RD October 2017)

This rally was organised by Nasha Mukti Mandal ,the rally took a start from Azad Maidan and ended at Gateway of India where a large number of N.S.S Volunteers representing different colleges under Mumbai University were present ,Apart from N.S.S volunteers, there were school students, Officials from various NGO's.This event was organized in order to raise awareness and educate the youths about the harmful effects of drugs. The Chief Guest of the event were Siddharth Jadhav .At the end of rally there was a programme organised by the committee ,which consisted of a skit presented by Brahamakumari sisters and a song by a lady, followed by some motivational words by the management.

20) EKTA DIVAS (31st OCTOBER 2017)

On this day various programmes were organised to foster and reinforce our dedication to preserve and strengthen unity, integrity and security of our nation by celebrating it as Rashtriya Ekta Diwas (National Unity Day) to commemorate the birth anniversary of Sardar Vallabhai Patel.

The various programmes organised were:

(A) ESSAY WRITING

This occasion was really pious, as the nation not only has to mark its gratitude to the great personality of Indian freedom struggle, but at the same time educate and update the new generation about him. Therefore an essay writing competition was held in the college where 24 volunteers participated.

(B) POSTER MAKING

In order to spread the message of unity and commemorate the day with special programs the N.S.S unit organised a poster making competition where 15 volunteers participated. The posters highlighted the thoughts of Sardar Vallabhai Patel and the message he gave to the young generation.

(C) PLEDGE

The day was marked by taking of pledge to uphold the nation's unity, integrity and security. The N.S.S volunteers took the pledge in the spirit of unification of our country which was made possible by the visions and actions of late Sardar Vallabhai Patel.

(C) RUN FOR UNITY AT MARINE LINE (31st OCTOBER 2017)

This Activity started from NCPA Marg, Marine Lines. Prior to the start of the event, a "Rashtriya Ekamata Pledge" was taken by the participants of the race. The Rashtriya Ekta Diwas began with floral tributes at Sardar Vallabhai Patel's statue, followed by lighting of lamp and a prayer dance. Total eight volunteers participated in the marathon. The event included a large number of NSS volunteers from various colleges. Apart from NSS volunteers there were NCC volunteers and school students. Run for Unity is a commendable initiative to showcase country's unity and integrity.

21) RUN FOR CONSTITUTION AT WORLI (26th NOVEMBER 2017)

The activity (Samvidhaan Daud and Gaurav Yatra) was held at Worli Sea Link. Constitution Day in India is celebrated every year on 26th of November. The guest of honour for the event was our Chief Minister the event started with floral tributes at Baba Saheb Ambedkar's statue. Followed by inaugural speech and lighting of the lamp. And then the race started where five N.S.S volunteers from our college participated. The event ended at Chaitya Bhumi at Dadar.

22) AIDS PROGRAMME (1st DECEMBER TO 8th DECEMBER)

1st December is marked as World AIDS Day to raise awareness about HIV and AIDS around the world and encourage progress in HIV/AIDS prevention, treatment and care in high prevalence countries and around the world. On this day various programmes were organised to spread awareness and educate young minds.

The various programmes organised were:

(A) PLEDGE

The program started on 1st December 2017 in the conference hall. The day was marked by taking of pledge to support the people affected by AIDS and to spread this message in the society. The volunteers pledged that they will never be a bystander to bullying and teasing language. The volunteers also promised to stand for fairness, kindness and to create a future without AIDS.

(B) POSTER MAKING

This activity was held in the college. Around 30 students participated in the competition with great zeal and enthusiasm and expressed their thoughts on different aspects of HIV/AIDS through their posters. These posters were later used to promote awareness in the street play.

(C) LECTURE

The lecture on AIDS awareness was held in the conference hall. The awareness program highlighted the preventive measure, Aids related discrimination and also the ways to dispel their common myths and misconceptions about it. The motive of this awareness programme was to insist young people to lead a safe and cultured living. The program focused on how the N.S.S volunteers can take care of the infected people, and above all, ensuring a healthy atmosphere in the society.

(D) T-SHIRT PAINTING

As a part of AIDS programme a T-Shirt painting competition was organised by the N.S.S unit. Wherein 10 volunteers participated. T-Shirts that highlights the messages and thoughts on AIDS can be used to promote awareness. T- Shirts are great products to promote awareness as they are worn often and provide highly visible exposure. The volunteers were supposed to wear these T-Shirt in the rally and street play.

(E) STREET PLAY

Breaking myths and sharing causes of AIDS to commemorate World Aids Day, the N.S.S volunteers staged a nukkad natak (street play) 'My Health My Right'. Presenting accurate details about HIV/AIDS, volunteers aptly narrated scenes to bring change in mindset of people. Along with the act, the volunteers also spreaded awareness by holding posters and banners. The play ended with the message "They can live a normal life if proper care and affection is provided to them because all human being have the right to live on earth."

(F) HUMAN CHAIN

All the volunteers formed a human chain and raised slogans 'My Health is My Right' to create awareness among the general public to care for the HIV/AIDS infected people and stop discrimination against them in any form. The messages of the rally included "Nobody wishes to get infected by HIV/AIDS," "People who have been infected did not get infected at their wishes but through various unaware acts or situations."

23) ANTI – DOWRY RALLY (13th DECEMBER 2017)

To mark Anti Dowry Day, observed on November 26, students of Vile Parle's Sathaye College organised a rally. The N.S.S volunteers along with NHO Anti-Dowry Movement, spread awareness on this campaign, across Mumbai city. Around 10 colleges including our college participated in this rally. The rally started from Vile Parle's Suncity Cinema and concluded at Sathaye College. The rally highlighted the message to the women that "No one can come to your rescue. Only you can fight for

your rights. Unless you stand up and fight against violence meted out to you, there will be no end to dowry deaths and rape cases”.

24) STREET PLAY AT BANDRA STATION (18TH DECEMBER 2017)

The NSS unit of Smt.M.M.K College, Bandra (west) performed a street play highlighting the topics Abortion, Gender Discrimination, Anti-Dowry and Organ Donation at Bandra West Railway Station. Where we got enthusiastic response, several passersby stopped to be an audience to the play. During and after the play at several points the crowd got extremely engaged and on learning about our work, supported it wholeheartedly. People also asked us to perform these in their own residential localities as well, in order to spread the word.

25) DISASTER MANAGEMENT WORKSHOP (18TH DECEMBER -19TH DECEMBER 2017)

Students from different colleges came together to learn more about disaster management at a two-day workshop held at KPB Hinduja College of Commerce. Total five N.S.S volunteers from our college participated in the workshop where the Brihanmumbai Municipal Corporation’s disaster cell taught students about management of resources and responsibilities while dealing with emergencies. The session started with an oath and inaugural speech. The students were introduced to the various kinds of natural as well as man-made disasters. The students were made to practice risk management techniques in simulated environments. The session covered topics such as earthquake, flood, cyclone, fire, and stampede. It also focused on the rules of staying safe and the five points to remember during a disaster – do not panic; be calm, be cool; do not spread rumours and do not believe them; do not run, walk fast; and apply presence of mind. The workshop is timely, especially in a year when several citizens lost their lives to disasters such as the Elphinstone stampede and building collapse at Pakmodia street.

26) ORPHANAGE ACTIVITY AT ST.CATHERINE’S OF SIENNA (26TH DECEMBER TO 30TH DECEMBER 2017)

A visit to an Orphanage is a life-changing experience as it is filled with emotions and sentiments. We were lucky to get an opportunity to visit an Orphanage named St.Catherine’s of Sienna. There were craft and game activities arranged by some of the volunteers that created a fun atmosphere for volunteers and kids to mingle. There were drawing competitions, quiz competitions, short film presentations and dance as well as quality time between kids and the volunteers. The children showed a lot of generosity, sharing, caring and love towards one another and everyone around them. In addition, it was fun to interact with the kids and encourage them to maintain their health and hygiene. On the last day of this activity, we distributed gifts and snacks to the kids.

27) MUMBAI PEACE MARATHON (7TH JANUARY 2018)

Our volunteers participated in Swami Vivekananda Jayanti (National Youth Day) & 125th Anniversary Year of Swami Vivekananda Chicago Speech Anniversary. It was held at Juhu. The marathon started at 7:00 am in the morning. Run for Vivekananda is an Awareness Run to Promote Swami Vivekananda Teachings in Masses, Specially Youths. The "Vivekananda Youth Connect" - initiative to popularise Swami Vivekananda's message to the youth and project him for what he is, a youth icon. There was 12 Km Vivekananda Honour Run, 5 Km Vivekananda Dream Run, 2km Walk Vivekananda Awareness Walk.

28) UNITED FOR ROAD SAFETY (16th JANUARY 2018)

The activity started with the inauguration ceremony by PSI. Rahul from Bandra Police Station, Mr. Bhagwan Kadam from the Traffic Department and Mr. Ayaan Khokar, the Brand Ambassador of MTP. They also introduced to us the MTP app which is made for the betterment of the pedestrians and their safety. We were shown a slideshow regarding the information about the Road Safety Programme. They concluded the day by telling us how to take safety measures.

29) INDIAN STUDENTS PARLIAMENT (BHARTIYA CHHATRA SANSAD) (19TH JANUARY -21ST JANUARY 2018)

Two of our volunteers participated in this activity which was held at MIT Campus, Pune. The innovative platform Bharatiya Chhatra Sansad or BCS as it is known as, is a non-political platform to sensitize the power of youth. It is in a way a classroom that provides political coaching to nearly 10,000 students in the age group of 18-25. It provides lessons on the functioning of a democracy and encourages the students to serve the society by entering public life and assuming leadership roles. It is aimed at enhancing the roles and relevance of youth in democratic institutions like political parties, social organizations, colleges, universities and Public institutions. A number of political leaders, industrial leaders and youth icons of national and international eminence, from all walks of life provide them the context, analysis, courage, insight and perspective so that they can dream bigger, see clearer and speak louder. They raised their consciousness and intellect, so that the youth have an opinion, a point of view and most importantly, a sobering thought about - what they will do to make a difference in the nation's life.

30) REPUBLIC DAY (26TH JANUARY 2018)

The day started with the flag-hoisting followed by the National Anthem, pledge then there was a patriotic speech delivered by the Vice-Principal of the Junior College and Degree College, Mrs. Roma Wagh and Mr. Manikandan Iyer. The faculty, office staff and the volunteers were provided with refreshments.

31) SEVEN DAYS RESIDENTIAL CAMP (28TH JANUARY - 3RD FEBRUARY 2018)

NSS unit of our college organized a seven days residential camp in the adopted village, Banubai Wadi, Tara gaon, Panvel from 28-01-2018 to 03-02-2018. The main project for this camp was based on, Swatch Bharat Abhiyaan. The Volunteers of the NSS unit performed many other activities – awareness programmes as literacy, tree plantation, health and hygiene, construction and repairs etc. It helped the volunteers to develop a sense of discipline and devotion. As the camp is an occasion for establishing rapport with the community. The objective of the programme was to involve the village population actively in rural welfare programmes and make them see that, by their own coordinated efforts, they could live a better life.

32) WASTE MANAGEMENT WORKSHOP (7TH-8TH FEBRUARY 2018)

This activity was organised by University of Mumbai NSS Cell in collaboration with Smt. K.G Mittal College of Arts and Commerce. Two volunteers from our unit actively participated in this two days workshop. While delivering lecture on the topic, the speaker highlighted the issue that solid waste should be segregated as being biodegradable and non-biodegradable and placed into separate dustbins. Moreover, he exhorted that what they refer to as waste is a resource if properly managed. He particularly emphasized that they should make compost for recycle of the organic resources. The main objective of this session was to Create Awareness to every citizen about Waste Management And Environment and to Reduce the carbon footprint of our cities and help in reducing green house gases. And making our cities an example in waste management to be followed by rest of the world. He concluded with an appeal that conserving the environment is the need of the hour and pathway for sustainable development

33) DISTRICT LEVEL DISASTER MANAGEMENT WORKSHOP (13TH FEBRUARY -14TH FEBRUARY 2018)

A two days workshop cum training programme on Disaster Management was held at R.D National College for volunteers of National Service Scheme (NSS). Two volunteers from our unit actively participated in this workshop. These sessions were focused on various aspects of disaster, Disaster Management Act, 2005, understanding of disaster management act for citizens of India, its awareness and importance, types of disasters [man made & natural], post disaster precaution and activities, importance of first aid, elements of first aid, use of first aid and benefits of carrying first kit during the travel, availability of first aid kit at home/workplace was also explained. Practical sessions were about - Do & Don'ts during and after the disaster, demonstration of different rescue tools, use of these tools in different types of disasters [like flood, fire, forest fire, land slide, accident etc.], were demonstrated with the help of student volunteers. A group of students trained for such emergency situation. Precautions to be taken in helping victims, procedures to be followed after the arrival of medical team, transportation of victim to nearby medical facility and safe areas, were explained and demonstrated with the help of presentation. Essential contents of a first aid kit, effective use of kit to reduce medical complications in different disaster situations were demonstrated.

34) UNIVERSITY LEVEL CAMP (15TH FEBRUARY TO 21ST FEBRUARY 2018)

One of our volunteer got selected for the University level camp jointly organised by University NSS Cell and Phanasgaon Arts and Commerce College, District-Sindhudurg at Pombhurlle, Taluka-Devgad. 10 volunteers from each District were selected on the basis of their personality, capability and positivity. The activity was inaugurated by Mr. Anurudra Narkar followed by the activities such as debates and discussion on topics such as corruption, personality development, social issues, etc. Several activities were undertaken by the volunteers in the course of camp. The main theme of the camp was Swachh Bharat Abhiyaan. It also had Shramdaan, yoga and Guest lectures by various eminent personalities from the field of NSS. It helped the volunteers to acquire leadership qualities and democratic attitude towards the society, develop capacity to meet emergencies and natural disasters and practise national integration and social harmony. The activities not only exposed the students to rural life, but also made a tangible impact in the lives of the villagers.

ANNEXURE –IV

COUNSELING REPORT FOR YEAR 2017-18

MMK College

Counseling was received with a positive response in the academic year 2017-18.

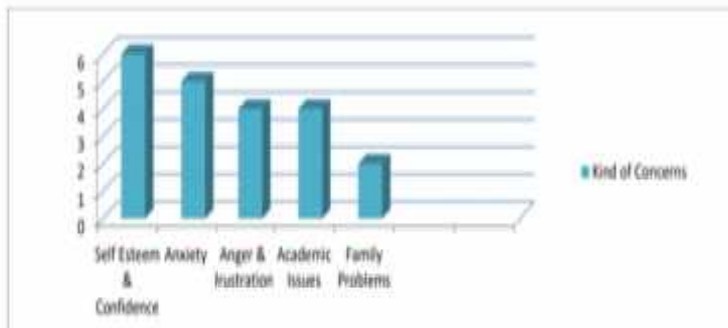
A visit was made once every week to the college premises by the visiting counselor over six active months of counseling with timely follow-ups taken with students to understand the progress chart of every person who approached counseling. The concerns brought into counseling ranged from confidence issues to anxiety problems, academic issues, anger problems and dealing with frustrations.

The Year also saw a few sessions taken for some students from the College football for their confidence related issues as these students were referred by the College coach.

GRAPH A: OVERALL SESSIONS SEEN FROM THE START OF THE ACADEMIC YEAR



GRAPH B: TYPES OF ISSUES BROUGHT INTO COUNSELING BY STUDENTS:



ANNEXURE –V

WOMEN DEVELOPMENT CELL

The Women Development Cell of our college organized a guest lecture on “Sexual Harassment at Workplace” on 27th September 2017 to make students aware of Prevention and Prohibition of Sexual Harassment at work place Act 2013 and to educate them about their rights and various laws in place to protect them. The guest speaker for the function was Ms. Anagha Uplekar, an activist from NGO Majlis.

Around 60 girl students of our college attended mega scale self defense training programme named as “ Mission Sahasi “organized by a student organization ABVP in association with Professional Training Academy run by legendary grandmaster ShifujiShaurya Bhardwaj on 28th February and 1st March at SNTD Juhu. The motive was to impart critical technique of self defense to girls, to enhance their self confidence and to create awareness about physical fitness among youth. Demonstrations of anti-rape tactics, anti-house assault and extreme survival skills were given. Major demonstration of around 12000 trained girls was at MMRDA Ground BKC on 6th march 2018. Our Chief Minister Mr. Devendra Fadnavis graced the occasion. Bollywood celebrity RavinaTandon, expressed her deep appreciation and happen to see such training which empowers women community.

The WDC and NSS unit jointly conducted a guest lecture on “ Harmful effects of Smoking and Gutka “ on 17th March 2018.The Guest speaker Mr. DilipKazi explained various harmful effects of tobacco products on human body and encouraged students to form good habits in young age so that they can lead a healthy life.

ANNEXURE – VI**Students' Activity Report****CHESS**

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	MMK College	Chess	Mohini Khandelwal	Inter Collegiate	Bronze

BASKETBALL

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	University Of Mumbai	Basketball	MMK College (Women)	Inter Collegiate	Gold
2	West Zone University	Basket Ball	Sakshi Arora	Inter University	Participation
3	West Zone University	Basket Ball	Nikansha Mehta	Inter University	Participation
4	West Zone University	Basket Ball	Rachel Netto	Inter University	Participation

Judo

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	University Of Mumbai	Judo	Hemant Nanson	Inter Collegiate	Silver

Athletics

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	University Of Mumbai	Women (800 Mtr)	Sanaya Wadkar	Inter Collegiate	Bronze
2	MSDDAA	Women (400 Mtr)	Sanaya Wadkar	District	Bronze
3	MSDDAA	Women (800 Mtr)	Sanaya Wadkar	District	Bronze

Hockey

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	University Of Mumbai	Hockey	Mmk College (Women)	Inter Collegiate	Gold
2	West Zone University	Hockey	Ruqqaiya Shaikh	Inter University	Silver
3					
4					
5	West Zone University	Hockey	Natasha Braganza	Inter University	Silver
6	West Zone University	Hockey	Chaitrali Gawde	Inter University	Silver
7	West Zone University	Hockey	Charmy Monpara	Inter University	Silver
8	West Zone University	Hockey	Madhavi Patil	Inter University	Silver
9	West Zone University	Hockey	Gauri Joshi	Inter University	Silver

10	Hockey Association	Hockey	Neha Jaiswal	Senior National's	Participation
11	Hockey Association	Hockey	Manshi Belgaonkar	Junior National's	Participation
12	Hockey Association	Hockey	Vishaka Dhuri	Junior National's	Participation
13	University Of Mumbai	Hockey	Mmk College (Men)	Junior National's	Bronze
14	West Zone University	Hockey	Noel Sequeira	Inter University	Participation
15	West Zone University	Hockey	Saurabh Bhayadekar	Inter University	Participation
16	Hockey Association	Hockey	Mario Fernandes	National's	Gold
17	Hockey Association	Hockey	Nixon Pinto	National's	Gold

Boxing

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	DSO	Boxing	Vanshika Bhargava	Inter-Collegiate	Gold
2	State	Boxing	Vanshika Bhargava	State	Gold
3	National Level	Boxing	Vanshika Bhargava	National	8 th Selected For Khelo India

Jeet-Kun-Do

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	DSO	Jeet-Kun-Do	Anusha Shetty	District	Gold
2	State Association	Jeet-Kun-Do	Anusha Shetty	State	Gold

Table Tennis

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	DSO	Table Tennis	Raquib Merchant	District	Gold
2	DSO Divisional	Table Tennis	Raquib Merchant	Division	4 th

Lawn Tennis

S. No.	Organized By	Name Of The Event	Participant's Name	Level (Inter-Collegiate, National Or International)	Position/Status At The University
1	ITF (Ns Ahmedabad)	Lawn Tennis	Tejasvi Mehra	Junior National Level	Gold
2	ITF NMSA Tennis Championship	Lawn Tennis	Tejasvi Mehra	Junior National Level	Silver

ANNEXURE – VII

Best Practices – 1

PROMOTION OF SPORTS CULTURE

GOAL

The college is known for its excellence and dedicated efforts in making sports popular among students. Undoubtedly sports is always an essential component of a liberal education. Smt MMK College is committed to inspire, encourage and empower young students towards sports. Sport provides students with much more than stronger and fitter body. We believe that sport has a huge impact on positive self-esteem. The aim is to nurture confidence, social skill, ambitions, team work and ability to deal with setbacks. The college coached many students and is a strong believer in the values and skills which sport can generate.

The college has been organising four sport events for last so many years. College has produced many international and national level sports person.

THE CONTEXT

The Indian sports sector has a socio economic impact contributing to 1% to 5% of national GDP. Sports is not only our extracurricular activity but it boosts the youth and instils pride among them. It is a good tool for community outreach, helps us to facilitate socio – economic development of our nation.

MMK sports expanded its boundaries to international and national level and day by day raising its popularity by producing super heroes in sports like international hockey Asian gold medallist Viren Rasquinha, International shooting commonwealth gold medallist Sameer Ambedkar, International Lawn tennis player Hadin Bawa etc.

THE PRACTICE

Facilities Available

- The College has a separate sports room which has a Professor In charge. The Sports Room has been renovated and has the facilities such as computer, internet, printer and scanner.
- The Sports Room also has an Indoor Gym with State of Art Treadmills.
- There is a multi- purpose gym installed in the sports room and dumbles.
- The Boys Common Room in the College has table tennis, carom and chess.
- Due to space constraint the college has been sharing the Multipurpose Basket Ball Court and Badminton Court with National College, our sister institution.

EVIDENCE OF SUCCESS

A series of extra-curricular activities take place supplementing the classroom teaching.

Sports is one of MMK's major fields of achievement. Promotion of sports and games has always been an important aspect at Smt.MMK College. The young super sportsmen of Smt.MMK College have left no stone unturned in ensuring that they take the MMK flag to greater heights every year. Smt.MMK College has won many gold medals in sports and we have been placed 12th out of 791 institutes in the Mumbai University sports rankings.

TOURNAMENTS ORGANISED BY MMK

1.The College has been organizing the prestigious Vidyasagar Principal – K.M.Kundnani and Barrister H.G.Advani Memorial intercollegiate Chess Tournament for Men and Women for the last twenty one years.

2.The college has been organizing the MMK Inter Collegiate Basketball Tournament for Men and Women for the last nine years.

3.Another feather in our cap is that our college hosted the prestigious West zone and All India Inter University Hockey Tournament for Men 2010-11 on behalf of the University of Mumbai. The college made history as it was the 1st college to have hosted such a mega event for the University. The tournament was spread over 14 days – 3rd Jan 2011 to 16th Jan 2011. The college provided hospitality, transportation and every comfort needed by the 48 participating teams. The matches were played at four separate venues. Mumbai University defeated Kurukshetra University (Haryana) by 2-1 to get the title.

Participants' Achievements

4.The College hosted the Ist Late Dr.L.H.Hiranandani Memorial HSNC Board Inter Collegiate Football tournament in September 2014

- For the first time in the history of MMK our team won the Women's' State Championship at Parbhani by beating Krida Prabhodhini of Pune.in 2011
- Bhagyshree Agarwal of FYJC represented Maharashtra in the Senior National Hockey tournament held at Sonipat in Haryana. In 2011

- Abhijeet Asorkar represented Maharashtra in the Senior National Basketball tournament held at Delhi. In 2011

Afshan Bassha MCOM I represented Mumbai University in Inter University and Maharashtra in Women's National Hockey Tournament.in 2011

- Princeton Agoucha represented Maharashtra in the Junior National Basketball Tournament in 2011.

Nimmy Nair has created history for MMK by attending Junior India Hockey camp.in 2012

- Ms Mamata Hulke of FYB.Com was selected for Junior India camp for Athletics 2013

S.N o.	Organised by	Name of the event	Participant's name	level	Position/status at the university
1	International	Hockey (men)	Viren Rasquinha	International	Asian Gold medalist
2	International	Shooting	Sameer Ambekar	International	Commonwealth gold medalist
3	International	Lawn tennis	Hadin Bawa	International	Tennis player
4	DSO	Hockey(women)	Nimmy Nair(captain)	State (DSO)	Gold 2011-12
5	National	Athletics (women) 100m and 200m	Mamta Hulke	National	Bronze 2012-13
6	International (India)	Karate	Yogesh Maurya	International (India)	Gold 2014-15
7	National	Rope skipping	Yogesh Maurya	National	Bronze 2014-15
8	State (DSO)	Hockey(women)	Sharmin Bassha (captian)	International (India)	Silver 2014-15
9	University of Mumbai	Boxing (men)	Khan Josher, Shaikh	National	Silver

			Mohammed		Bronze 2014-15
10	State (DSO)	Hockey(women)	Patil Madhavi	State (DSO)	Gold 2014-15
11	Hockey Association	Hockey	Neha Jaiswal	Senior National's	PARTICIPATION 2014-15
12	Hockey Association	Hockey	Nixon Pinto	National's	GOLD 2014-15
13	State	Boxing	Vanshika Bhargava	State	GOLD 2014-15
14	State Association	Jeet-Kun-Do	Anusha Shetty	State	GOLD 2014-15
15	Iff (Ns Ahmedabad)	Lawn Tennis	Tejasvi Mehra	Junior National Level	GOLD 2014-15
16	International (India)	Basketball	Arora Sakshi	International (India)	Participation 2015-16
17	State	Basketball	Panchal Yashika	State	Participation 2015-16
18	State	Basketball	Metha Nikanksha	State	Participation 2015-16
19	National	Basketball	Sandhu Samson	National	Participation 2015-16
20	National	Basketball	Hussain Saif	National	Participation 2015-16
21	International	Swimming	Rujuta Bhatt	International	Silver Bronze 2015-16

22	National	Hockey(women)	JOSHI GAURI	National	Participation 2015-16
23	National	Hockey(women)	PASI YOGITA	National	Participation 2015-16
24	National	Hockey(women)	SHAIKH RUQQAIY A	National	Participation 2015-16

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

The funds received are maintained under separate bank accounts. This has been done to provide autonomy and flexibility to sports committee. Financial help is also extended by our boards. The college does not have its sprawl space to practise sports in its own campus. The college has to hire and locate the places available in the vicinity for organising of sports events. College does the make the best efforts to obtain sports ground with proper infrastructure and multi functionality amenities.

ANNEXURE – VII

Best Practices – 2

1. Title of the Practice : Social Outreach Programmes

2. Goal

The College looks at education differently. It consistently and constantly works to form the students as Competent, Committed, Creative and Compassionate human beings. Foundation courses and the Outreach programs make a difference in the lives of the students forming them socially conscious and responsible citizen of the country. The College believes in giving back to the community in whatever ways possible by them .Keeping these high morals and living up that verve, is what makes students at the College stand out and take up social initiatives. The National Social Scheme (NSS) unit of the college through its multifarious activities involves students in wide range of community service. The unit tries to sensitize the students towards the changing needs of the society

There is an increasing reluctance on the part of young college students to take social service seriously and even as a career. There is a need to remedy this imbalance. The objective is to try and remedy this situation by creating a framework that facilitates collaborative work involving the students and the faculty members. The economics of social work makes it unviable for students to embrace it as a full-time vocation. We strive to remove this block from the mind of the students and encourage them to become a citizen with humane approach towards the underprivileged section.

3. The Context

We believe in promoting a society which cares: cares to protect, preserve and conserve the marginalized and underprivileged section. Realizing the importance of holistic development many activities are undertaken to make the students sensitive to the issues. A plethora of events are organized each year to create awareness on campus, such as Tree Plantation, Awareness programmes on HIV/AIDS , Blood Donation Drives, Thalassemia Awareness Camps, NSS Rural Camps etc.

The college conducts regular extension activities and services so that education and research benefit society at large. National Service Scheme (NSS) volunteers actively participate in the extension activities of the college. Annual camps are held to sensitize students towards community development. Efforts are made to encourage students to engage with and contribute to the community through their college festivals. Participation in inter-collegiate events, seminars on environmental concerns, blood donation drives are held to promote holistic development of students.

Programmes such as Enactus, Share-a-smile are some of our flagship activities. Through Enactus students engaged with the koli community from Uran Manori Region have been helping them increase their business by marketing their products since last four years.

The BMS and BFM festivals begin with a social initiative called Share a Smile. Our students visit orphanages and old age homes and engage in fun activities with them. The students are also sent for a 7-Day residential camp to Yusuf Mehrauli Center in Panvel, so that they interact with and understand the difficult life faced by adivasi communities and also learn to appreciate their culture.

Self-development through community development is the main objective of the camp. Such a camp develops team spirit among the volunteers and also strengthens them to adapt to different situations. Understanding the lifestyle and trying to adjust 7 days with the minimum resources available leave a great impact on their lives of the students and teach them to be more adaptable, and sensitive to the needs of community in our country.

4. The Practice

The various programmes organised were:

➤ **ESSAY WRITING**

- This occasion was really pious, as the nation not only has to mark its gratitude to the great personality of Indian freedom struggle, but at the same time educate and update the new generation about him. Therefore an essay writing competition was held in the college where 24 volunteers participated.

➤ **POSTER MAKING**

- In order to spread the message of unity and commemorate the day with special programs the N.S.S unit organised a poster making competition where 15 volunteers participated. The posters highlighted the thoughts of Sardar Vallabhai Patel and the message he gave to the young generation.

➤ **PLEDGE**

- The day was marked by taking of pledge to uphold the nation's unity, integrity and security. The N.S.S volunteers took the pledge in the spirit of unification of our country which was made possible by the visions and actions of late Sardar Vallabhai Patel.

➤ **RUN FOR UNITY AT MARINE LINE**

This Activity started from NCPA Marg, Marine Lines. Prior to the start of the event, a "Rashtriya Ekamata Pledge" was taken by the participants of the race. The Rashtriya Ekamata Diwas began with floral tributes at Sardar Vallabhai Patel's statue, followed by lighting of lamp and a prayer dance. Total eight volunteers participated in the marathon. The event included a large number of NSS volunteers from various colleges. Apart from NSS volunteers there were NCC volunteers and school students. Run for Unity is a commendable initiative to showcase country's unity and integrity.

➤ **RUN FOR CONSTITUTION AT WORLI**

The activity (Samvidhaan Daud and Gaurav Yatra) was held at Worli Sea Link. Constitution Day in India is celebrated every year on 26th of November. The guest of honour for the event was our Chief Minister. The event started with floral tributes at Baba Saheb Ambedkar's statue. Followed by inaugural speech and lighting of the lamp. And then the race started where five N.S.S volunteers from our college participated. The event ended at Chaitya Bhumi at Dadar.

➤ **AIDS PROGRAMME (1st DECEMBER TO 8th DECEMBER)**

1st December is marked as World AIDS Day to raise awareness about HIV and AIDS around the world and encourage progress in HIV/AIDS prevention, treatment and care in high prevalence countries and around the world. On this day various programmes were organised to spread awareness and educate young minds.

➤ **AN OATH**

The program started on 1st December 2017 in the conference hall. The day was marked by taking of pledge to support the people affected by AIDS and to spread this message in the society. The volunteers pledged that they will never be a bystander to bullying and teasing language. The volunteers also promised to stand for fairness, kindness and to create a future without AIDS.

➤ **POSTER MAKING**

This activity was held in the college. Around 30 students participated in the competition with great zeal and enthusiasm and expressed their thoughts on different aspects of HIV/AIDS through their posters. These posters were later used to promote awareness in the street play.

➤ **LECTURE**

The lecture on AIDS awareness was held in the conference hall. The awareness program highlighted the preventive measure, Aids related discrimination and also the ways to dispel their common myths and misconceptions about it. The motive of this awareness programme was to insist young people to lead a safe and cultured living. The program focused on how the N.S.S volunteers can take care of the infected people, and above all, ensuring a healthy atmosphere in the society.

➤ **T-SHIRT PAINTING**

As a part of AIDS programme a T-Shirt painting competition was organised by the N.S.S unit. Wherein 10 volunteers participated. T-Shirts that highlight the messages and thoughts on AIDS can be used to promote awareness. T-Shirts are great products to promote awareness as they are worn often and provide highly visible exposure. The volunteers were supposed to wear these T-Shirt in the rally and street play.

➤ **STREET PLAY**

Breaking myths and sharing causes of AIDS to commemorate World Aids Day, the N.S.S volunteers staged a nukkad natak (street play) 'My Health My Right'. Presenting accurate details about HIV/AIDS, volunteers aptly narrated scenes to bring change in mindset of people. Along with the act, the volunteers also spreaded awareness by holding posters and banners. The play ended with the message "They can live a normal life if proper care and affection is provided to them because all human being have the right to live on earth."

➤ **HUMAN CHAIN**

All the volunteers formed a human chain and raised slogans 'My Health is My Right' to create awareness among the general public to care for the HIV/AIDS infected people and stop discrimination against them in any form. The messages of the rally included "Nobody wishes to get infected by HIV/AIDS," "People who have been infected did not get infected at their wishes but through various unaware acts or situations."

➤ **ANTI – DOWRY RALLY (13th DECEMBER 2017)**

To mark Anti Dowry Day, observed on November 26, students of Vile Parle's Sathaye College organised a rally. The N.S.S volunteers along with NHO Anti-Dowry Movement, spreaded awareness on this campaign, across Mumbai city. Around 10 colleges including our college participated in this rally. The rally started from Vile Parle's Suncity Cinema and concluded at Sathaye College. The rally highlighted the message to the women that "No one can come to your rescue. Only you can fight for your rights. Unless you stand up and fight against violence meted out to you, there will be no end to dowry deaths and rape cases".

➤ **STREET PLAY AT BANDRA STATION**

The NSS unit of Smt.M.M.K College, Bandra (west) performed a street play highlighting the topics Abortion, Gender Discrimination, Anti-Dowry and Organ Donation at Bandra West Railway Station. Where we got enthusiastic response, several passerbys stopped to be an audience to the play. During and after the play at several points the crowd got extremely engaged and on learning about our work, supported it wholeheartedly. People also asked us to perform these in their own residential localities as well, in order to spread the word.

➤ **DISASTER MANAGEMENT WORKSHOP**

Students from different colleges came together to learn more about disaster management at a two-day workshop held at KPB Hinduja College of Commerce. Total five N.S.S volunteers from our college participated in the workshop where the Brihanmumbai Municipal Corporation's disaster cell taught students about management of resources and responsibilities while dealing with emergencies. The session started with an oath and inaugural speech. The students were introduced to the various kinds of natural as well as man-made disasters. The students were made to practice risk management techniques in simulated environments. The session covered topics such as earthquake, flood, cyclone, fire, and stampede. It also focused on the rules of staying safe and the five points to remember during a disaster – do not panic; be calm, be cool; do not spread rumours and do not believe them; do not run, walk fast; and apply presence of mind. The workshop is timely, especially in a year when several citizens lost their lives to disasters such as the Elphinstone stampede and building collapse at Pakmodia street.

➤ **ORPHANAGE ACTIVITY AT ST.CATHERINE'S OF SIENNA**

A visit to an Orphanage is a life-changing experience as it is filled with emotions and sentiments. We were lucky to get an opportunity to visit an Orphanage named St.Catherine's of Sienna. There were craft and game activities arranged by some of the volunteers that created a fun atmosphere for volunteers and kids to mingle. There were drawing competitions, quiz competitions, short film presentations and dance as well as quality time between kids and the volunteers. The children showed a lot of generosity, sharing, caring and love towards one another and everyone around them. In addition, it was fun to interact with the kids and encourage them to maintain their health and hygiene. On the last day of this activity, we distributed gifts and snacks to the kids.

➤ **MUMBAI PEACE MARATHON (7TH JANUARY 2018)**

Our volunteers participated in Swami Vivekananda Jayanti (National Youth Day) & 125th Anniversary Year of Swami Vivekananda Chicago Speech Anniversary. It was held at Juhu. The marathon started at 7:00 am in the morning. Run for Vivekananda is an Awareness Run to Promote Swami Vivekananda Teachings in Masses, Specially Youths. The "Vivekananda Youth Connect" - initiative to popularise Swami Vivekananda's message to the youth and project him for what he is, a youth icon. There was 12 Km Vivekananda Honour Run, 5 Km Vivekananda Dream Run, 2km Walk Vivekananda Awareness Walk.

➤ **UNITED FOR ROAD SAFETY (16TH JANUARY 2018)**

The activity started with the inauguration ceremony by PSI. Rahul from Bandra Police Station, Mr. Bhagwan Kadam from the Traffic Department and Mr. Ayaan Khokar, the Brand Ambassador of MTP. They also introduced to us the MTP app which is made for the betterment of the pedestrians and their safety. We were shown a slideshow regarding the information about the Road Safety Programme. They concluded the day by telling us how to take safety measures.

➤ **INDIAN STUDENTS PARLIAMENT (BHARTIYA CHHATRA SANSAD)**

Two of our volunteers participated in this activity which was held at MIT Campus, Pune. The innovative platform Bharatiya Chhatra Sansad or BCS as it is known as, is a non-political platform to sensitize the power of youth. It is in a way a classroom that provides political coaching to nearly 10,000 students in the age group of 18-25. It provides lessons on the functioning of a democracy and encourages the students to serve the society by entering public life and assuming leadership roles. It is aimed at enhancing the roles and relevance of youth in democratic institutions like political parties, social organizations, colleges, universities and Public institutions. A number of political leaders, industrial leaders and youth icons of national and international eminence, from all walks of life provide them the context, analysis, courage, insight and perspective so that they can dream bigger, see clearer and speak

louder. They raised their consciousness and intellect, so that the youth have an opinion, a point of view and most importantly, a sobering thought about - what they will do to make a difference in the nation's life.

➤ **REPUBLIC DAY(26TH JANUARY 2018)**

The day started with the flag-hoisting followed by the National Anthem,pledge then there was a patriotic speech delivered by the Vice-Principal of the Junior College and Degree College,Mrs. Roma Wagh and Mr.Manikandan Iyer. The faculty,office staff and the volunteers were provided with refreshments.

➤ **SEVEN DAYS RESIDENTIAL CAMP(28TH JANUARY-3RD FEBRUARY 2018)**

NSS unit of our college organized a seven days residential camp in the adopted village, Banubai Wadi,Tara gaon,Panvel from 28-01-2018 to 03-02-2018. The main project for this camp was based on, Swatch Bharat Abhiyaan.The Volunteers of the NSS unit performed many other activities – awareness programmes as literacy, tree plantation, health and hygiene, construction and repairs etc.It helped the volunteers to develop a sense of discipline and devotion .As the camp is an occasion for establishing rapport with the community.The objective of the programme was to involve the village population actively in rural welfare programmes and make them see that, by their own coordinated efforts, they could live a better life.

➤ **WASTE MANAGEMENT WORKSHOP (7TH-8TH FEBRUARY 2018)**

This activity was organised by University of Mumbai NSS Cell in collaboration with Smt.K.G Mittal College of Arts and Commerce .Two volunteers from our unit actively participated in this two days workshop.While delivering lecture on the topic, the speaker highlighted the issue that solid waste should be segregated as being biodegradable and non-biodegradable and placed into separate dustbins. Moreover, he exhorted that what they refer to as waste is a resource if proper managed. He particularly emphasized that they should make compost for recycle of the organic resources.The main objective of this session was to Create Awareness to every citizen about Waste Management And Environment and to Reduce the carbon footprint of our cities and help in reducing green house gases.And making our cities an example in waste management to be followed by rest of the world.He concluded with an appeal that conserving the environment is the need of the hour and pathway for sustainable development

➤ **DISTRICT LEVEL DISASTER MANAGEMENT WORKSHOP**

A two days workshop cum training programme on Disaster Management was held at R.D National College for volunteers of National Service Scheme (NSS).Two volunteers from our unit actively participated in this workshop. These session were focused on various aspects of disaster, Disaster Management Act,2005, understanding of disaster management act for citizens of India, its awareness and importance, types of disasters [man made & natural], post disaster precaution and activities, importance of first aid, elements of first aid, use of first aid and benefits of carrying first kit

during the travel, availability of first aid kit at home/workplace was also explained. Practical sessions were about - Do & Don'ts during and after the disaster, demonstration of different rescue tools, use of these tools in different types of disasters [like flood, fire, forest fire, land slide, accident etc.], were demonstrated with the help of student volunteers. A group of students trained for such emergency situation. Precautions to be taken in helping victims, procedures to be followed after the arrival of medical team, transportation of victim to nearby medical facility and safe areas, were explained and demonstrated with the help of presentation. Essential contents of a first aid kit, effective use of kit to reduce medical complications in different disaster situations were demonstrated.

➤ **UNIVERSITY LEVEL CAMP (15TH FEBRUARY TO 21ST FEBRUARY 2018)**

One of our volunteer got selected for the University level camp jointly organised by University NSS Cell and Phanasgaon Arts and Commerce College, District-Sindhudurg at Pombhurla, Taluka-Devgad. 10 volunteers from each District were selected on the basis of their personality, capability and positivity. The activity was inaugurated by Mr. Anurudra Narkar followed by the activities such as debates and discussion on topics such as corruption, personality development, social issues, etc. Several activities were undertaken by the volunteers in the course of camp. The main theme of the camp was Swachh Bharat Abhiyaan. It also had Shramdaan, yoga and Guest lectures by various eminent personalities from the field of NSS. It helped the volunteers to acquire leadership qualities and democratic attitude towards the society, develop capacity to meet emergencies and natural disasters and practise national integration and social harmony. The activities not only exposed the students to rural life, but also made a tangible impact in the lives of the villagers.

Enactus (Entrepreneurs in Action) formerly known as SIFE (Students in Free Enterprise) is an international non-profit organization that brings together student, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. It operates in over 39 countries. It was launched in India in the year 2003. It is an innovative educational programme designed to channelize the idealism of university students into a meaningful community focused learning experience. The College has been a part of this organization since the past six years. We have come up with sustainable livelihood programs some of which greatly impacted the lives of the marginalized

Since its inception, Enactus MMK has contributed to the community through various projects like 'Futile to Fertile', 'Financial Literacy – the 4th R of Literacy' and 'Hope Interwoven'. These projects have challenged us and enabled us to evolve into a team with a common purpose.

Through our project "Hope Interwoven", we strive for the development of visually and physically challenged youth, women and deprived sections in the rural areas. With this in mind, we have tied up with the Grameen Shrameek Pratishthan (G.S.P.) . This is a non- profit organization working in Latur since 1986. It aims at providing Sustainable Development to the disadvantaged section. It provides training to the visually impaired in handloom making

Teach-

- Street Children Teaching Initiative- A Social Initiative

BBI Co-ordinator in association with an NGO- USD, started a Social Initiative where on Tuesdays and Thursdays students visit Carter Road and teach street children subjects such as History, Mathematics, English etc. It was a wonderful experience of returning back to the society as a part of social responsibility.

The Nature Club-

. With the horizon of time our Nature Club has changed the scope of work and broaden towards community welfare rather than just stick to nature and Environment.

It is about development of holistic skills among students by creating awareness and sensitizing towards different colors of life.

Hence this time under **Field Visit Programmes** with the BBI students's feelings of Patriotism, Pride on nation was aimed by our memorable visit to Jalianwala Baug & Wagha Border on 26th January, 2018. The entire visit evoked feelings of devotion and respect towards the nation among students. The 26th **January 2018 Parade Day Programme** has imparted life skill training to the students.

5. Evidence of Success

The college NSS unit has to give detailed reports on the NSS activities every year to the University Department of Student Welfare. The Unit has self motivated volunteers who actively participate in different activities and both male and female volunteers are involved in community development process.

Since the extension activities are organized through NSS or individual departments, the participation of the students can be easily monitored. Activities such as cleanliness drive (Swachh Bharat Campaign), street plays, residential camps, blood donation drives, peace rallies etc. ensure their presence and involvement right from the inception to the execution stage.

These activities have ensured the holistic development of the students. They emerge as well-rounded personalities, who have learnt skills like team building, management, leadership, etc. They also understand their responsibilities as citizen of the country.

The college encourages students to take part in NSS activities. Creating awareness among the students by announcements on the college website, notices circulated in class rooms and displayed on notice board and the faculty inform the students-are some ways through which the college promotes the participation of students in extension activities.

The teachers and students who participate in extension activities are granted duty leave and attendance. Marks are awarded to the students for participating in extension activities. The faculty members perform their role as conveners of committees through which these activities are organized.

Slum adoption programme, rural campaigns, entertainment programmes for orphanages and peace walks are activities which are held consistently by the college through NSS and individual departments. They are initiated in order to enhance a sense of social responsibility among students.

Participation of the beneficiaries in community engagement initiatives of the college is promoted with the help of meetings held in advance. In the case of student projects, door to door contact and canvassing is done. Street plays are yet another medium through which community involvement is solicited. Workshops are held in municipal schools. Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience.

The college has a long association with J.B. Petit Municipal school. The students of the municipal school are provided with stationery and workshops are held with them for teaching them life skills. Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience. The BMS and BFM festival begin with a social initiative called Share a Smile. Our students visit orphanages and old age homes and engage in fun activities with them.

6. Problems Encountered and Resources Required

Students do not show interest in these activities. They have to be motivated. There is an increasing reluctance on the part of young college students to take social service seriously and even as a career. There is a need to remedy this imbalance. The challenge is of managing membership of students with different time tables and individual constrain. Since extension activities demand much time of students, academically inclined students generally avoid participation in such activities. Arranging funds for these activities is a real challenge. The college has to generate funds from its own resources and even management provides funds for encouraging community development programme.

