Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE AND ECONOMICS
Name of the head of the Institution	Dr. A. C Vanjani
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	022264945230
Mobile no.	9769032772
Registered Email	principal@mmk.edu.in
Alternate Email	iqac@mmk.edu.in
Address	Vidyasagar Principal K.M. Kundnani Bandra Campus, Adv. Nari Gursahani Road, T.P.S III, Off Linking Road, Bandra(W)-4000050
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400050
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban

Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Megha S Somani**
Phone no/Alternate Phone no.	**02226494510**
Mobile no.	**9820085430**
Registered Email	**principal@mmk.edu.in**
Alternate Email	**iqac@mmk.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.mmk.edu.in/wp-content/uploads/2021/03/aqar-2017-181.pdf**
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	**https://www.mmk.edu.in/wp-content/uploads/2021/08/academic-calender-2018-19.pdf**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	**Period To**
3	**A**	**3.20**	**2017**	**02-May-2017**	**01-May-2022**
2	**A**	**3.29**	**2011**	**08-Jan-2011**	**07-Jan-2016**
1	**B++**	**2.85**	**2004**	**03-May-2004**	**01-May-2009**

6. Date of Establishment of IQAC

09-Jun-2005

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	**Date & Duration**	**Number of participants/ beneficiaries**
IQAC MEETING	**17-Oct-2018 1**	**11**
IQAC MEETING	**12-Jan-2019 1**	**8**
IQAC MEETING	**04-Jul-2019**	**7**

	1

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Commerce	Minor Research	University of Mumbai	2018 365	90000
Department of Accountancy	Minor Research	University of Mumbai	2018 365	35000
Department of Business Communication	Minor Research	University of Mumbai	2018 365	25000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

• Acquaintance with the new framework of NAAC guidelines of Accreditation • Seminar on Women Empowerment • Self Defence workshop • Sensitization programme on "Revised Parameters of NAAC and Structurizing Student Satisfaction Survey • Guidance on Career Plans

to help sketch students' future (A Workshop on NET/SET/PET/Public Service Entrance Exams)

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

Plan of Action	Achivements/Outcomes
5. Making teachers acquainted with the rules and guidelines of institutional accreditation and the new method of NAAC accreditation.	5. Better understanding about the rules of NAAC.
4. Sending important notifications to all Stakeholders of the college through SMS. Important notifications are also displayed at different locations in the campus of the college.	4. Better intimation of notifications to all teaching, on-teaching staff of the college and the students
3. More placements to the students	3. Giving a good number of students a chance of progression and employment
2. Incorporation of some more skill development courses in the college.	2. Developing skills in a good number of students and making them Industry ready
1. Intimation of yearly schedule of the college to the teaching nonteaching staff and students of the college at the beginning of the year through distribution of academic calendar.	1. Better participation from the part of all concerned in the college activities

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019

Date of Submission	05-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. SMS gateway to send important notifications to different stakeholders of the college. 2. Upgradation of the college website with special importance to MIS. 3. Communication of important information to all stakeholders through website and conventional notices. 4. Use of SLIM system in college library for better management. 5. Open door policy for the students to meet higher authorities for better governance.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Exp
words

To ensure effective implementation of the curriculum we have well p
Teaching and Lesson plans decided and developed by each faculty of
departments in their respective subjects. At the same time individual
Diary is given to all faculties in the beginning of the year to discl
minor details pertaining to lectures and other curriculum related
conducted during college hours. Further Academic Calendar is prepare
year for the smooth flow of curriculum. Departmental meetings are cond
regular intervals throughout the year whereby each faculty decides
develops their subjects' related plans as per the directives of Head
Departments. (H.O.D) in order to evaluate effective implementation of
plans, follow up action is taken in the monthly department meetings.
the directives of university in respective Board of studies or Associ
lectures are given in the time table to the subject faculty as per
workload. Similarly, time table committee is created to meet spec
requirements of extra lectures as well as adjust the lectures in ca
absence of particular faculty member. Infrastructure facilities su
overhead projectors, mike system are installed in each class room
effective delivery of curriculum. At the same time, easy access to te
for teachers at different places such as computer in the staff room,
computer room for faculty in library and departmental laptop; enabled
effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma	Dates of	Duration	Focus on	Skill Develo

Courses	Introduction			employability/entrepreneurship	
GST for beginners	nil	25/10/2018	10	Entrepreneurship/ employability	Knowledge o a must for course ca them file t returns

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introdu
Nill	NIL	Nill

No file uploaded.

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implement affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elect System
BMS	Marketing Finance	06/06/2018
BCom	Accounting Finance	06/06/2018
BCom	Financial Markets	06/06/2018
BCom	Banking &Insurance	06/06/2018

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

	Certificate	Diploma Cours
Number of Students	120	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students En
Soft Skills training	31/01/2019	22

[View File](#)

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Proj Internships
BMS	Marketing & Finance	19
BA	Mass Media	9
BCom	Financial Markets	27

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

The feedback mechanism enables us to bring improvement in administrati
obtain feedback formally and informally from students, alumni, parents
employers, Industries, Academic Peers and Community at different platf
such as PTM, Alumni Meet and Placement Cell meetings etc. from time to
Feedback helps us to improve on certain core areas of institution such
Infrastructure, administration, governance, teaching-learning process,
etc. Feedback obtained on teaching staff has resulted in better teachi
learning experience by use of more technology such as projectors in cl
and other different innovative methods of learning. Library open acces
is also a result of feedback analysis. Administration and Governance h
improved in desirable manner, due to the feedback obtained about count
timings, allocation of duties, admission process, examination scheduli
documentation etc. Thus, effective feedback system has been immensely
for all stakeholders of the institution in terms of better development
easy effective delivery of tasks at various levels and departments.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	
BCom	Accounts&Management	1920	2034	
BCom	Banking & Finance	180	263	
BMS	Marketing& Finance	378	1143	
BCom	Accounting & Finance	180	580	
BA	Mass Media	180	543	
BCom	Financial Markets	180	227	
MCom	Accountancy	160	252	

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Nu te tead UG c
2018	2842	145	28	Nill	

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-res techn
28	27	14	27	1	

View File of ICT Tools and resources

View File of E-resources and techniques used

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

The College offers a stimulating sanctuary, a safe place to students where they feel able to sha interests and goals. They are offered support by listening to their aspirations and problems and the nurtured constantly through co-curricular and extracurricular activities and personal guidance ; teachers. 2. Student counseling and career counseling are available on the campus.Counsellors : problems students experience in their personal or professional lives. They create a warm climate listening skills and are non-directive. On an average 30-60 students approach the student counselc 3. Teachers are accessible to students whenever they have any difficulties. One to one mentoring group mentoring is done as and when required by them. There are individual and group counselin; Teachers help students to build their strengths, face challenges, find solutions and achieve ongoir 4. Tutorials are conducted in the subjects of Business Communication and Mathematics and Statis the class is divided into group of 30 students each. Here one to one interaction becomes possil personal attention can be given to students. The efficient tutorial system in college facilitates the teachers to adopt and adapt new modes and methods which they implement without affecting the structure designed by the university. 5. Teachers monitor and guide students from socially disadv groups and special populations. 6. Scholarships are offered to bright students to motivate them t better. 6. Workshops and student seminars are also held on specific problems related to adoles Workshops are organized on topics like Personality Development, Study Skills, Soft skills, Positive Self Confidence, Understanding the Self and Managing Learning Difficulties. On an average 50 to 6 participate in these activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Me
2987	28	1:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of fa P
25	24	1	Nill	

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fe received from Govern recognized bodi
Nill	nil	Nill	nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of re semester-end/ year- end ex
BCom	2C00145	V	13/11/2018	10/02/2019
BCom	2C00345	V	30/11/2018	06/03/2019
BMS	2M00155	V	30/11/2018	18/03/2019
BCom	2C00455	V	30/11/2018	26/03/2019
BA	4000155	V	19/11/2018	13/03/2019
BCom	2C00255	V	30/11/2018	27/03/2019
MCom	2C00255	III	03/11/2018	15/04/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

The college being affiliated to the University of Mumbai, Mumbai adhe structure, syllabus and evaluation system prescribed by the universit subject contents and type of evaluation system to be followed are disse to students at the commencement of the year in orientation lectures cc by the college additionally academic calendar also helps the students valuable insights into various activities. Semester end exams are held schedule given by university, the evaluation is mostly ESE (End Sem Examination), in subjects like Foundation course and Computer system applications projects are assigned to students to sharpen their res orientation, and weightage of marks is 25 are allocated for project ev and viva, this helps in CIE of students, The evaluation is done by res course teacher and results are declared and displayed on the college board within stipulated time limit prescribed by University, students to discuss their query with concerned subject teachers. Our student encouraged to participate in literary and debating events, pape

presentations, workshops and seminars. Participation in Sports, NSS an
co curricular activities has increased student's Non-academic orientat
skills. Industrial visits for aided Bcom course have infused the much
practical orientation to the theoretical discourses students are encou
give report on the visit to institution. Certificate course on E-Comme
GST have benefitted students to get a thorough understanding of the s
Student feedback is considered an integral part of institutional devel
The regular parents and teacher meet gives them a idea on performance
wards

**2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related mat
words)**

The college prepares annual academic calendar after discussions and
deliberations with faculty members and same is displayed on college we
for information of all stakeholders. Academic activities like examinat
for aided Bcom aided and self financed Courses are conducted by Univer
dates are announced by university. Exposure to cultural and extension
activities increases the social orientation of the students, provision
are worked out and same is allocated in the calendar. Various skill
development seminars are organized by college to give students much ne
practical orientation and help them in deciding on right career option
seminars are part of academic calendar conceptualization.

2.6 – Student Performance and Learning Outcomes

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

https://www.mmk.edu.in/wp-content/uploads/2021/09/Program-Outcome-Crit
new.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
2C00533	MCom	Accountancy	65	56
2C00255	BCom	Financial Markets	50	50
4000145	BA	Advt & Journalism	62	61
2C00455	BCom	Accounting&Finance	59	59
2M00155	BMS	Marketing & Finance	126	123
2C00345	BCom	Banking&Insurance	56	56
2C00145	BCom	Accounts& Management	531	473

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may desig

questionnaire) (results and details be provided as weblink)

https://www.mmk.edu.in/wp-content/uploads/2021/09/SSS-2018-19.p

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount r during tl
Projects sponsored by the University	365	Mumbai University	1.5	0.

View File

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	D
Intellectual Property rights	BBI Department	11/0

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	
No Data Entered/Not Applicable !!!				

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Comm
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Fact
National	Commerce accounts Economics	9	6.33

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/Internation
Conference Proceedings per Teacher during the year

Department	Number of Public
Business communication(Co-authored)	1
Commerce(Conference Proceedings)	2
Accounts(Conference Proceedings)	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation in
Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of excluding se
No Data Entered/Not Applicable !!!						

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affili mentioned in the p
No Data Entered/Not Applicable !!!						

No file uploaded.

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

Number of Faculty	International	National	State
Attended/Seminars/Workshops	10	5	5
Presented papers	3	3	4
Resource persons	1	Nill	Nill

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of participate activi
AVHAN CAMP	UNIVERSITY	Nill	1
TEACHERS DAY	COLLEGE	28	50
BANDRA EDUCATIONAL AND	AREA BASED	1	50

RECREATIONAL PROJECT	PROJECT		
INDEPENDENCE DAY	COLLEGE	28	50
SAY NO TO PLASTIC	COLLEGE	Nill	50
CONVENTION ON IMPROVING CONCENTRATION AND CONFIDENCE	UNIVERSITY	Nill	2
GURU PURNIMA	COLLEGE	28	50
TREE PLANTATION	COLLEGE	2	25
INTERNATIONAL YOGA DAY	COLLEGE	Nill	42
UNIVERSITY LEVEL YOGA CAMP	UNIVERSITY	Nill	6

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recogn during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number o Bene
BLOOD DONATION	CERTIFICATE AWARDED AS RECOGNITION	MAHATMA GANDHI SEVA MANDIR BLOOD BANK	4

[View File](#)

3.4.3 – Students participating in extension activities with Government Organisations, Non-Governme Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during th

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Nu st partic such
SWATCH BHARAT PAKHWADA	COLLEGE	COLLEGE CLEANING	1	
SWATCH BHARAT PAKHWADA	COLLEGE	RAILWAY STION CLEANING	2	
SWATCH BHARAT PAKHWADA	COLLEGE	VILLAGE CLEANING	Nill	
SWATCH BHARAT PAKHWADA	COLLEGE	DISPENSARY CLEANING	Nill	
AIDS WEEK AWARENESS WEEK.	COLLEGE	POSTER MAKING	Nill	
AIDS WEEK AWARENESS WEEK.	COLLEGE	AIDS WEEK AWARENESS WEEK.	Nill	
AIDS WEEK AWARENESS	COLLEGE	AIDS WEEK	Nill	

WEEK.AIDS WEEK AWARENESS WEEK.		AWARENESS WEEK.		
AIDS WEEK AWARENESS WEEK.	COLLEGE	AIDS WEEK AWARENESS WEEK.	Nill	
AIDS WEEK AWARENESS WEEK.AIDS WEEK AWARENESS WEEK.	COLLEGE	AIDS WEEK AWARENESS WEEK.	Nill	
AIDS WEEK AWARENESS WEEK.	COLLEGE	AIDS WEEK AWARENESS WEEK.	Nill	

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	
No Data Entered/Not Applicable !!!			

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, shari research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
No Data Entered/Not Applicable !!!				

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, indus corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participat MoUs
No Data Entered/Not Applicable !!!			

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure deve
7.5	6.9

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing c

	Add
Others	Newly
Value of the equipment purchased during the year (rs. in lakhs)	Newly

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of a
SLIM21	Fully	3.5	20

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Tot	
Text Books	16426	1645169	525	83855	16951	1
Reference Books	34223	11023947	200	109504	34423	1
e-Books	Nill	Nill	Nill	Nill	Nill	
Journals	75	79148	Nill	Nill	75	
e-Journals	8	31775	Nill	Nill	8	
Digital Database	1	5900	Nill	Nill	1	
CD & Video	1045	111901	8	Nill	1053	
Library Automation	1	130200	Nill	Nill	1	
Weeding (hard & soft)	12201	424554	Nill	Nill	12201	
Others(specify)	9270	635251	340	53680	9610	

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchir content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availabl Bandwid (MBPS/GB
Existing	104	2	104	2	0	22	8	10

| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 104 | 2 | 104 | 2 | 0 | 22 | 8 | 10 |

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incu maintenance of facilites
6	5.8	5	4.4

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

Institution has well laid policy for maintenance of its physical and resources.   Process: Institution regularly collects inputs from stakeholders for making necessary additions and enhancement of infrast Requisition is sent to Registrar who forwards the same to IQAC and L discussion and its approval. Purchase committee makes decision for pu below rupees one lakh while purchases involving above one lakh rupe placed before the management for necessary approval.   Regular inspec equipment/ infrastructure is conducted by the college under the super administrative In charge.   Purchase committee approves the expenses rupees one lakh while expenses above one lakh require proposal to be Management for approval.   Physical facilities:- The Institution has Annual Maintenance Contract (AMC) with respect to water coolers, pest etc. Stakeholders are encouraged to report any issues so that AMC con can be called for the same.   Academic and Library Facilities: The Col subscribed to various official softwares like Microsoft, library softw AMC with respect to projector, LCD, Library maintenance is also in p Uninterrupted internet is ensured. The College has one of the rich collection of books and e-books. Time to time maintenance of physical the form of binding etc is undertaken. Various library softwares subscribed from time to time, and the renewal of the same is done. The has a browsing centre and also photo copy machine which is covered und Computer and IT Facilities: a. Computer Laboratory: IT teacher consultation with IT AMC personnel, faculty and students place t requirements before the Registrar and Principal of the college for f action. Computers: Office, computer labs, staff room, SFC department office, Library has computers connected with internet and printers. AM place for computers. Computer Lab is maintained by having a dedica

technical engineer for AMC.   Gymkhana and Sports (Indoor and outdoor
College is situated in the heart of Mumbai city. Indoor sports is orga
well maintained Gymkhana and other parts of campus. Equipment in Gymkh
maintained under AMC. College uses handball court of sister instituti
also hire various quality playgrounds for sports such as football, hoc
       Classroom: Head-Class IV employee is given the duty of looking i
cleanliness and any other maintenance required relating to electricity
tube lights, benches, black boards/ smart board etc. The college has
special efforts to reduce the carbon footprints and reduce electricity
        replacing normal tube lights with LED. The College has also instal
electrical equipment outside each class so that the entire electricity
class can be switched off when not required in order to save electrici
 to time inspection of equipment is undertaken and they are replaced w
          required. Structural audit is undertaken as per requirement

https://www.mmk.edu.in/wp-content/uploads/2021/09/Write-up-for-Procedures-and-policie
maintaining-and-utilizing-physical-4.4.2-Criteria-IV-2018-19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students
Financial Support from institution	Govt. scholarship, free ship for reserve category students	72
Financial Support from Other Sources		
a) National	nil	Nill
b) International	nil	Nill

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involv
Yoga/ Meditation	15/06/2018	6	University of Mur HSNC Board
Personal Counselling	21/06/2018	124	Ms. Rajita Ramch
Remedial Coaching- Eco Maths	14/03/2018	50	Dept of Busines Mathematic

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

Year	Name of	Number of benefited	Number of benefited	Number of students	

the scheme	students for competitive examination	students by career counseling activities	who have passedin the comp. exam
No Data Entered/Not Applicable !!!			

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Nu s
19	150	67	6	10	

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of p admit
2018	48	BCom, BA, BBI, BMS	Commerce	Smt. MMK College	M C Adva Accou

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

No file uploaded.

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

Activity	Level	N Pa
LATE L.H. HIRANANDANI FOOTBALL TOURNAMENT	HSNC BOARD	
TUG-OF-WAR	UNIVERSITY OF MUMBAI	
LAWN TENNIS	UNIVERSITY OF MUMBAI , KHELO INDIA	

POWER LIFTING	UNIVERSITY OF MUMBAI	
SHOOTING	INTER COLLEGIATE UNIVERSITY OF MUMBAI	
JUDO	Inter-collegiate UNIVERSITY OF MUMBAI MUMBAI GAMES	
HOCKEY	UNIVERSITY OF MUMBAI INTER- COLLEGIATE, JUNIOR NATIONALS, SENIOR NATIONALS	
BASKET-BALL	UNIVERSITY OF MUMBAI INTER COLLEGE	
FOOTBALL	UNIVERSITY OF MUMBAI INTER COLLEGE, SANTOSH TROPHY NATIONAL	

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Na
2018	Gold medal	National	1	Nill	628	Ar

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the guidelines issued by the Government of Maharashtra electio student council will be held from the academic year 2019-20. However, are many committees which have been formed where there is active stu representation. a) Library committee b) Anti-ragging committee c) Gy committee d) NSS e) Literary and debating society f) Women's developm Student's seminar committee Meetings are held on regular basis and st help in organising various events.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

250

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

82600

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet 2019 was organised on 16th March 2019.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college delegate authority and provide operational autonomy to departments of the institution and work towards decentralized gover system in the following ways:- • The Principal is the defacto head institution and looks into academic and administrative matters. V: principals are appointed to assist principal to look after the sm functioning of the college. Policy and plans are initiated at the mee LMC and IQAC. LMC ensures the institution works as per the Univer: guidelines and regular quality check are carried through internal aud college promotes a culture of participative management. The IQAC cons various committees of faculty to take responsibilities of different ac of the college. • The Statutory Committees such as Examination Comm: Unfair Means Committee, Admission Committee IQAC Cell and Functio Committees such as Student Discipline Committee, Scholarship Commi: Cultural Committee, Seminar Workshop Committee, Alumni Committee, I Development Committee etc. • Authority is delegated to committee in-ch staff members in smoothly running their activities and necessary resou provided by the college. • The College helps to develop leadership sk staff members by putting them in various committees and under the supe of senior faculty as a head of committee in-charge. Committee in-cl mentors the junior faculty and supervises their performance. • The Pr also interacts with the heads of department and course coordinator: individual faculty in their capacity as heads of committees as and required. Students on an individual basis or as part of the council i with him bringing their concerns to him. • The Principal delegate auth HOD's in allocation of work load, allocation of subject, paper set: evaluation, organizing workshops, seminars etc. • Sports committee is financial support in carrying out their sports activities and nece: financial support is also provided to NSS for fulfilling its NSS activ The office administration of the college is headed by the Registrar a: regular meeting with the non-teaching staff to discuss the issues rel the office work.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development • Curriculum is designed by University of Mumbai from time to time. • Our teaching are encouraged to participate in curriculum framing e: by being part of Board of Studies and Syllabus Comm: members. • Our faculty members participate and attend curriculum development workshops and seminars organi: Board of Studies, University of Mumbai. • One of our fa

	has been serving as a member of Academic Council in University of Mumbai since last year
Teaching and Learning	• Each classroom of our institution is well equipped w Projectors and Mike facility. All the faculty member encouraged to use innovative methods in teaching. • C conducts regular orientation programs for students at PG level. • Identifying slow learners and giving t additional lectures (i.e. remedial coaching) for imp: their academic performance. • Intensive lecture are organised for bright students so as to bring about f improvements in their results in university examinati College also conducts industrial visits for students they get practical perspective of the learning process in the classrooms. • Our college library is well equip books, magazines, journals and e-resources which hel students in enhancing their knowledge and developing skills. • College also prepare academic calendar, te plan, time table, tentative exam schedules etc. and no same well in advance to all the stake holders.
Examination and Evaluation	• The examination committee is constituted as per uni norms with members from teaching faculty and th administrative staff. The Principal is the chief condu exams. • The college conducts exams as per the unive schedule. The examination schedule is displayed on the notice board as well as on college website. • Hall tic issued to students for all examinations so as to mas identity of students and promote unbiased evaluation. rules relating to the conduct of examinations, asses moderation, revaluation, photocopy, gracing are follo per the latest university circulars. • Before commence examinations, the examination chair person calls a mee subject heads to discuss the process of assessment, ev and moderation. • Additional exam is conducted for students who are unable to give exams due to participa extra -curricular activities or on medical grounds. promote unbiased evaluation of answer sheets, each su head is asked to provide the names of five subject exp moderation purposes. The principal and examination co selects the name of one subject expert out of the n provided after taking in to consideration their resp expertise. • Through question paper and assessment aud remarks and observation of moderator subject expert recorded and imparted to the concerned subject head improvements in question paper and assessment. • examination committee collects the result analysis of examinations from respective subject heads. • Reme lectures are conducted for the benefit of weak / fa students before commencement of A.T.K.T. examination Learning disabled support provided for examination Intensive lecture are held for bright students so as t

	about further improvements in their results in unive examinations. • Marksheets are distributed to student their CGPA. The above measures contributed to improver overall results.
Research and Development	• The college has Ph.d. Research Centre in the subje Commerce and Management. • 01 of our faculties has cor Ph.d. in 2018-19 and 03 of our faculties are pursuing Minor research projects of 04 of our faculties have sanctioned by University of Mumbai in 2018-19. • Lib Internet facility, e-resources and equipment's are maintained, regularly updated and made available to te as well as to students. • Teaching staff are motivated part in workshops, seminars and conferences and are required duty leaves and financial support for partic: in these research activities. • Our College acknowledge achievements of Ph.D. awardees on the annual day funct through college magazine 'Beacon'
Library, ICT and Physical Infrastructure / Instrumentation	The faculty members use the library resources to enhance knowledge and to prepare teaching aids. In 2018-19, w added 725 books (which accounted for 193,359 Rs.) inc textbooks and reference books to augment existing rese Subscription to periodicals and NLIST were continued initiative has been taken by the Librarian by creat official media groups for the faculty to inform the arrivals in the library by forwarding image of cover p contents page. The library also has a media room fo: teachers to prepare teaching aids. The media room ha computers with internet facility along with a printe scanner. The library issues sets of text books from th Bank to the needy B.Com students which they can use f full academic year. This year we have added 340 textb(the book bank and 92 students availed the facility. projectors are placed in all the Classrooms for conduc: enabled lectures by the faculties.CCTV's are also pos: in every classroom, every floor, library and near th(gate.LCD Televisions are also placed on Ground Floor campus for News updates.
Human Resource Management	• Recruitment is strictly done according to Universi Mumbai, Maharashtra Government and UGC guidelines. • F; are allowed and motivated to upgrade their skills on r basis. • In A.Y. 2018-19, our faculty attended the fo: courses for upgrading their skills: Refreshers Course Faculty Development Programme – 04, Short Term Course etc. • Institution also ensures the welfare of non-te staff by motivating them to improve their academ: qualifications by providing necessary support. • Job r of administrative staff is done to ensure that they sh familiar with the various functions of administra: Similarly, teaching staff are also rotated in vari committees. • Institute has helped the qualified teacl

	self-financing courses in getting approval from Univer Mumbai and providing them salary under 6th pay.
Industry Interaction / Collaboration	• The Placement cell of the college organises campus p by leading companies. • In 2018-19, 68 students of institute were placed through placement cell in lea companies such as M/S. Indus Communications, Zomato, India, Tech Mahindra Business Services Ltd., Hapag Affinity, Iosis, Karvy, P3 Architectural Solutions, Prudential Life Insurance, Endurance International Gro • As a part of knowledge enhancement of the students, industrial visits (international and national) and visits are organized, thus culminating education experience. • In 2018-19, our college organized indu visits such as Bamul Milk Processing Unit (Bangalore Studio (Karjat), Alok Industries Ltd, Garment Fact (Silvassa), Mahanand Diary (Goregaon) etc., for the s of aided and self financed courses. • In addition to i faculty, professionals from industry also engage lectu self-financing courses. • Internships for students facilitated by the institution.
Admission of Students	• College follows the admission procedure specified l University for Minority Institutions from time to time admission schedule adopted is as per the university n The admission committee is constituted every year b principal with members from the teaching faculty as w administrative staff. The duties of the committee appraised. • The committee meets from time to time, ch the admission tasks, displays notices for informatio prospective students. • The committee finalises in ho minority admissions before determining the number of that are available for display through merit lists. • completion of admission process, student enrolment fo completed and the details are sent to the university specified dates. • The college maintains year-wise re student database.

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

E-governace area	Details
Student Admission and Support	• The concerned committee downloads circulars, notific related to first year admissions to various undergra courses from Mumbai University site. • The relevant ad related circulars and notifications are displayed on college website for the benefit of all stake holders. link for obtaining online admission form specifying col course opted for, is also provided on the college webs Admission schedule, procedure, photocopies of document submitted along with pre admission online and off line displayed. • Merit lists as per university schedule various categories such as open, sports, minority, phy handicapped are declared. Instructions relating to pay

	fees, submission of original and photocopies of documer displayed.
Examination	• The information relating to examinations is put up on website for the benefit of students. • Exam related ru: regulations as well as results of the past five year: included in college prospectus and college website. • schedule for regular and A.T.K.T. exams is displayed college website. • Students are also informed about A. exams, dispatch of hall tickets, mark sheets from time through SMS on their registered mobile phones.
Planning and Development	Various information pertaining to academic and non-ac: activities conducted in the college are displayed in college website for the information of all the stakeho
Administration	• The administration activities in the college are m automated and efforts are being taken to achieve f automation. For example: Admission merit list is displ the college website, Details of students are maintaine the help of custom-made software 'Vridhi' etc. • The: biometric system for recording attendance of all fac members in the college. • The college has developed mob: specifically to record attendance of college students premises. • The irregular students are intimated on def in their attendance via SMS and record of the same maintained.
Finance and Accounts	• College uses Sensys Easy TDS for Income Tax Calculat College Employee online return file. • Online Professic Return File. • College using Tally ERP software for En Voucher, Receipts, Fees Details Student Name wise entry is software of university of Mumbai for data entry of e: eligibility and examination work related to students. I the college in generating the hall tickets, invoices, m of the entire degree college.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of th profession body for which membersh fee is provided
2018	MR. SHRINIVAS AIYAR	Registration fees for workshop of Refresher course at D. A. V. Arya College from 12.10.18 to 1.11.18 GST Workshop at SES Somaiya College on 19.1.19 to 23.1.19, Workshop at Model college on 2.2.2019	nil

2018	Dr. JAYESH RANA	Workshop at R.D.National College on 25.6.18 GST Workshop at SES Somaiya college on 19.1.19 to 23.1.19, Model college -2.2.2019	nil
2018	MR. SATYAPRAKASH PANDEY	Chandraban Sharma College - International Multidisciplinary Conference on 07.04.18 Seminar of MMK College on 25.6.18 IQAC Workshop on 6.7.18, Conference at NSS College	nil
2018	MR. MANIKANDAN IYER	Chandraban Sharma College - International Multidisciplinary Conference on 07.04.18 R.D.National College – Workshop Participation on 8.9.18 SES College – Workshop Participation on 19.1.19 GST Workshop – S.K.Somaiya College, Conference at NSS college	nil
2018	MRS. ASHA BHAT	International Conference on 21.4.18 (MATUNGA)	nil
2018	Dr. ANJALI VERMA	International Conference on 21.4.18 (MATUNGA) Registration fees of Mumbai University workshop	nil
2018	Dr. AASHISH JANI	Workshop on 10.5.18 at Changa Kana Thakur (CKT) College Workshop on 30.6.18 at Tolani College Registration of fees of national conference on 18.1.19	nil
2018	Dr. MEENAKUMARI KATTA	Workshop on T.Y.B.Com Syllabus , MMK Collegeon 25.6.18	nil
2018	Dr. SANDEEP SAHU	Registration fees for UGC, Refresher course at D. A. V. Arya Collegefrom 12.10.18 to 1.11.18 International Conference in Mumbai Universityon 4 5th Oct -18	nil
2018	MR. SUSHANT DAMODARE	Registration fees for National seminar on 02.11.18 Registration fees for UGC, Refresher Course SIES College, workshop on 6.10.18	nil

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6.3.2 – Number of professional development / administrative training programmes organized by the teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	p
2018	Workshop on Syllabus	nil	25/06/2018	25/06/2018	150	

	Revision of T.Y. (B.COM, T.Y.BMS T.Y.BAF)				
2018	Workshop of Revised Guidelines of Career Advancement Scheme (CAS)	nil	16/03/2019	16/03/2019	10

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programm Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date
Swayam Course (Online)	1	16/08/2018	16/11/201
Faculty Development Programme (FDP)	1	08/12/2018	17/12/201
Short Term Course	1	14/11/2018	20/11/201
Refresher Course	2	12/10/2018	01/11/201

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full T
Nill	3	Nill	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	St
Health check up, Doctor on call facility, Reimbursement of Medical expenditure as per Government guidelines ,Staff quarter for Principal , Library facility, Pantry for Staff ,Maternity leave for Aided and Un-aided staff ,Admission and fees concession facility for children of our staff,financial support to attend conferences and seminars, advance salary paid to staff, 6th pay salary for qualified un-aided staff, credit cooperative society, Felicitation of staff who	Health check up ● Doctor on call facility ● Reimburse of Medical expenditure as per Government guidelines ● Staff quarter for non-teaching ● Credit-Co-operative Society ● Admission and fees concession facility for staff's children ● Pantry for Staff ● Advance salary paid to staff ● 10 Staff Members (Total Advance Salary: 2,12,000 Rs. /-) ● 28 Staff Members (Total Festival Advance: 560,000 Rs. /-) ● Cigna TTK Health Insurance (Total 1,41,630 Rs. /-) credit	Best awa: s provi volu: Schol 75,90 ● Insu 112,3 ● Bc Sc 53,68 (34(purch

completed 25 years of service, LTC facility	c, Felicitation of staff who completed 25 years of service	boo so

6.4 – Financial Management and Resource Mobilization

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

> The institute has initiated internal audit w.e.f. 2015-16, but regu conducts external financial audit. External financial audit of A.Y. will be carried out shortly. A letter, applying for external audit, h already sent by the college to the auditor.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Smt. Mithibai Motiram Kundnani Scholarship(T.Y.B.Com Stream Toppers),Smt. Jotu Khushiram Kundnani Scholarship(S.Y.B.Com Stream Toppers), Principal Khushiram Motiram Kundnani Scholarship(F.Y.B.Com Stream Toppers),Smt. Mithibai Motiram Kundnani Scholar	75900	Felicitati students -to study, Stu securing hi marks subjects,Be: teaching sta Reader

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6.4.3 – Total corpus fund generated

100000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Internal Committee appointed by PrincipalInternal Committee appoint Principal
Administrative	No	Nill	Yes	Internal Committee appointed by Prin

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

> College is having an unstructured Parent Teacher Association .Col conducts regular meetings with the parents of attendance defaulters. also organise regular orientation programmes for all the F.Y, S.Y T.Y students of Aided and self-financing courses, where parents are a encouraged to attend.   The purpose of the programme is to make them a their syllabus, exam paper patterns and various rules regulations o college etc. Interaction with parents during scholarship and annual distribution function.

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

Non-teaching staff members are motivated and supported by Institut upgrade their skills on rotation basis.   Participation of Non-Teachin in workshops/seminars (2018-19) such as: (I) MKCL – 04 (II) Atten Workshop/Seminar on SC/ST and Pension – 01 (III) AISHE/MIS – 02 (IV) Practices in Office Administration – 02 (V) Yoga workshop – 03 Works college affiliation-02 Workshop on NAAC-02 Workshop on 7th pay commiss Support staffs are provided with loan facilities, festival advance, un advance salary, fee concession for their child etc.   In 2018-19, ad salary 2,12,000 Rs /- and festival advance 560,000 Rs /- were provi Supporting Staff.   College also gives priority in admission for thei in College.

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

6.5.4 Post Accreditation initiative(s) (mention at least three) P accreditation initiatives adopted by the institution are as follows: Development: • Soft Skills training With the increase in the need fo skills, the college tied up with Pravar learning started soft skills for the students to improve their skills increase their chances employability. We can proudly say that most students who participated course benefitted as they got jobs or admission in reputed instituti post graduate courses. 22 students benefitted from the courses in all first batch of 2018-19. The course was rigorous was held for 5 days per day for first 4 days then for 6 hours on the last day. Students graded for their performance in the assessment conducted. • Diploma in college started with an Add-on course of diploma in Goods service ta students of BFM, BAF B.Com it was a good learning experience as it students hands on learning of the GST software as well as lectures by The college has tied up with Edutech centre so far 65 students have be from it. The course was held for 10 days, 3 hours every day. Post com the students got a participation certificate. • Advance Excel traini college has been successfully running an advance excel course in asso with ATS learning solution. The certificate based course has been runn 3 years nearly 140 students have benefitted from it. The course is hours is completed in 5 days with hands-on practical training for students. Subsequently, there are revision mock tests then the exa conducted for the same. It is one of the best add-on courses offered students adds value to their curriculum helps in final placements. • Our institution has taken intiative to empower our students by incre their academic knowledge and exposure to e-learning skills by intro certificate course "Principles of Marketing" hosted on the Swayam pl (UGC) from 16th Aug to 16th Nov 2018. A first batch of 22 students f T.Y.B.Com has successfully completed the course and received the cert under the guidance of Course Co-ordinator Dr. Shreekumar Menon.   Pla Our institution organises campus placement by leading companies thro Placement cell. In 2018-19, 82 students of our institute were placed placement cell in leading companies such as M/S. Indus Communications, LIC of India, Tech Mahindra Business Services Ltd., Hapag Lyod, Aff Iosis, Karvy, P3 Architectural Solutions, ICICI Prudential Life Insu Endurance International Group etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	p
2018	Revised Parameters of Assessment Accreditation of NAAC and Structuring of Student Satisfaction Survey'	02/02/2019	02/02/2019	02/02/2019	

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Numb Partic
			Female
Seminar on Women Empowerment	18/09/2018	18/09/2018	30
Street play On Women Empowerment	15/10/2018	15/10/2018	5
Lecture on Sexual harassment at Workplace	23/10/2018	23/10/2018	60
Self Defense workshop	11/12/2018	12/12/2018	40
Self-defense Workshop	30/01/2019	30/01/2019	90

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

Percentage of power requirement of the University met by the renewable energy sour
• Energy saving mechanism is ensured by switching of the lights and fa the lectures are finished off for the day. Teaching faculty has been a as Floor In-Charge to monitor whether the floor peons are following instructions attentively. • The college has started replacing the CFI with LED Bulbs as per the recommendations of energy and green Audit. • collection drive was organised from 20th February to 27th February, 20 percent of faculty use public transport

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Numb benefic

Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	3
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number participating students
2018	1	1	27/08/2018	13	Bandra Educational Recreational Project	We helped the students by teaching them their syllabus and other basic values	
2018	1	1	26/09/2018	1	Blood Donation Drive	we organized a Blood Donation Camp and Thalassemia Check-up in collaboration with Mahatma Gandhi Blood Bank	
2018	1	1	01/12/2018	7	AIDS Week	To make people aware about AIDS and HIV through competition	

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

Title	Date of publication	Follow up(max 100 words)

| College prospectus | 31/05/2018 | It is published and given to students at the t: admission which contains all rules and regulat related to behavior a student is expected to obs the campus |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	N p
Seminar on traffic rules, road safety and use of mobile app	07/02/2019	07/02/2019	
Swatch Bharat Pakhwara	01/08/2018	15/08/2018	
Interaction with students on obeying traffic rules	21/08/2018	21/08/2018	
Run for Unity	31/10/2018	31/10/2018	

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

E-waste collection drive from 20th Feb -27th Feb. 2019 Say No To Plas· August 2018] - NSS Activity Swatch Bharat Pakhwara[1st August To 15th 2018] –NSS Activity Participation in Marathon To Go Organic [23th De 2018] NSS Activity 85 faculty use public transport The college has s replacing the CFL lights with LED Bulbs as per the recommendations of and green Audit Energy saving mechanism is ensured by switching of the and fans after the lectures are finished off for the day. Teaching fac been appointed as Floor In-Charge to monitor whether the floor peon following the instructions attentively. The college has a cleanli· committee as per the notification issued by the Principal.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES – 1: PROMOTION OF SPORTS CULTURE GOAL The college is k· its excellence and dedicated efforts in making sports popular among s· Undoubtedly sports is always an essential component of a liberal edu· Smt. MMK College is committed to inspire, encourage and empower young towards sports. Sport provides students with much more than stronge· fitter body. We believe that sport has a huge impact on positive self· The aim is to nurture confidence, social skill, ambitions, team wor· ability to deal with setbacks. The college coached many students an· strong believer in the values and skills which sport can generate. The has been organising four sport events for last so many years. Colle· produced many international and national level sports person. THE CON· Indian sports sector has a socio economic impact contributing to 1 t national GDP. Sports is not only our extracurricular activity but it the youth and instils pride among them. It is a good tool for comm· outreach, helps us to facilitate socio – economic development of our MMK sports expanded its boundaries to international and national level by day raising its popularity by producing super heroes in sports

international hockey Asian gold medallist Viren Rasquinha, Internat
shooting commonwealth gold medallist Sameer Ambedkar, International
tennis player Hadin Bawa etc. THE PRACTICE Facilities Available   The
has a separate sports room which has a Professor In charge. The Spor
has been renovated and has the facilities such as computer, internet,
and scanner.   The Sports Room also has an Indoor Gym with State o
Treadmills.   There is a multi- purpose gym installed in the sports r
dumbles.   The Boys Common Room in the College has table tennis, car
chess.   Due to space constraint the college has been sharing the Mult
Basket Ball Court and Badminton Court with National College, our s
institution. EVIDENCE OF SUCCESS: A series of extra-curricular activit
place supplementing the classroom teaching. Sports is one of MMK's
fields of achievement. Promotion of sports and games has always bee
important aspect at Smt. MMK College. The young super sportsmen of S
College have left no stone unturned in ensuring that they take the MMK
greater heights every year. Smt. MMK College has won many gold meda
sports and we have been placed 12th out of 791 institutes in the M
University sports rankings. SPORTS EVENTS CONDUCTED BY SMT. M.M.K COI
We conducted H(S)NC Board's 26th "Vidya Sagar" Principal K.M. Kundna
Barrister H.G. Advani Memorial Inter-Collegiate Chess Tournament for
Women on 20th July and 21st July 2018. Seven teams participated in
tournament which consisted of 80 participants out of which K.C. Colle
the Men and Women championship. MEN'S CATEGORY: 1st Place-K.C. Colle
Place-H.R. College 3rd Place-Smt. M.M.K. College and C.H.M College. 1
CATEGORY: 1st Place-K.C. College. 2nd Place-H.R College 3rd Place-Smt
College. ii) Conducted H(S)NC board's 5th Dr. L.H. Hiranandani Memoria
Collegiate Football Tournament for Men Women on 31st August, 1st Septe
8th September at Fr. Agnals, Vashi and Cooperage stadium, Colaba. Fo
boys' team and Four girl's team. Smt. M.M.K College of Commerce and E
won 1st place in the men's category against K.C. College and K.C. Cc
winning in the Junior college and Women's category against Smt. M.
College. iii) Conducted our Annual Athletic Meet on 19th January at
HeartSchool Ground, Khar. STAR PERFORMERS 2018-2019 (DEGREE) i) BASKI
This year our Men's Basketball Team won 4st place in the University o
Inter-Collegiate Basketball Championship amongst 80 participating co
Our student Mr. Aiyaz Shaikh of FYBCOM was selected as a reserve play
the University of Mumbai Basketball team to represent at All India le
FOOTBALL: Our Men's football team won the All India Football Champi
organized by Himachal Pradesh Football Association and made it to the
the Reliance tournament and in the University of Mumbai football tou
out of 200 participating teams. a) Omkar Shinde: Represented PIFA C
MUMBAI at I-League organized by AIFF. Represented University of Mumba
and won the west zone championship. Represented Mumbai District senior
the District Championship. b) Atharv Rane: Represented KENKRE FOOTBALI
I-League organized by AIFF. Represented Sindhudurgat district level b
c) Abhishek Patil: Represented FOOTBALL SCHOOL OF INDIA at I-League o
by AIFF. d) Represented Sindhudurg at district level by WIFA. e) Re
Fernandes of TYBMS got selected to represent Daman and Due at Santosh
Three of our girls represented state and district level teams: f) Riy
Represented Mumbai district at district level competition. Curren
representing Maharashtra at national level. Represented Maharashtra a

India Youth Games. g) Ragini Singh: Represented Mumbai district at di level competition. h) Meenakshi Bhagat: Represented University of M Football team at the Inter-University Championship. iii) HOCKEY: The college girls team won the first place at the University of Mumb Intercollegiate Hockey tournament. Six of the students represented th team at Nationals. a) Manshi Belgaonkar: Represented university of Mu inter-university west-zone tournament and senior nationals. b) Madhav: Represented university of Mumbai in Inter-university west-zone and : nationals c) Chaitrali Gawade: Represented University of Mumbai in : university west-zone and senior nationals. Currently playingunder-21 f INDIA YOUTH GAMES d) Araminta Kamath: Represented Maharahtra at Ju Nationals e) Gauri Joshi: Represented University of Mumbai in Inter-un west-zone and Senior nationals. f) Natasha Braganza: Represented se nationlas an Inter-university west zone. g) Neha Jaiswal: Represented nationals. h) Sonal Shinde: Represented Maharahtra at Junior Nationa Saurabh Bhayadekar: Represented University of Mumbai in Inter-universi zone j) Pranay Pilane: Represented University of Mumbai in Inter-uni west-zone iv) JUDO: Rohit Kannaujiya of SYBCOM won bronze at the Unive Mumbai Intercollegiate Judo tournament and Mumbai games v) SHOOTING: : Raje of SYBMM scored 383/400 and stood 9th in the Intercollegiate Uni of Mumbai Shooting Tournament. Qualified for Nationals. vi) LAWN TE Armaan Bhatia of SYBcom Won Silver medal at University of Mumbai Lawn Championship. Representing University of Mumbai at China at the InternationalUniversity Tennis Championship. Gold medal at Khelo Indi Games. v) TUG OF WAR: Anusha Shetty of FYBcom got selected to repr University of Mumbai team at the University Championship. vi) YOGA P: Devadiga of FYBcom won gold medal at HSNC board's intercollegiate Competition vii) ANNUAL ATHLETIC MEET: a) Meenakshi Bhagat won the championship. b) Melchior Fernandes won the Men championship. STAR PEI (JUNIORCOLLEGE) i) FOOTBALL: a) Joel Barnes of FYJC represented the National team and also played I-League at the state level organized AIFF. b) Floyd Dsouza and Anupam Poojari of FYJC played I-League at level organized by the AIFF. c) Aishwarya Bangera of FYJC played I-Le the state level organized by AIFF. ii) HOCKEY: Shruti Ruke represent Hockey India JR WOMEN national hockey championship. iii) BOXING: Va Bhargava won gold medal at Maharashtra state Boxing Junior Girls Gold the Mumbai Division DSO. Gold Medal at the SGFIDSO Maharashtra State Championship and SGFI Nationals. iv) BASKETBALL: Nikhil Gupta and Y Jaiswar of FYJC represented Mumbai North and Mumbai Central at distri organised by Maharashtra Basketball Association. v) LAWN TENNIS Tejas' of SYJC ITF Junior ranking No.725. Won the U-18 doubles championship Ahmedabad. vi) ANNUAL ATHLETIC MEET a) Rhea Rodrigues won the Gi: championship. b) Taha Khan won the Boys championship. PROBLEMS ENCOUN1 RESOURCES REQUIRED: The funds received are maintained under separat accounts. This has been done to provide autonomy and flexibility to committee. Financial help is also extended by our boards. The college have its sprawl space to practise sports in its own campus. The colleg hire and locate the places available in the vicinity for organising o: events. College does the make the best efforts to obtain sports grou proper infrastructure and multi functionality amenities ANNEXURE – V: PRACTICES – 2: SEMINARS, WORKSHOPS INDUSTRIAL VISITS GOAL: The Colleg

at education differently. It consistently and constantly works to fo
students as Competent, Committed, Creative and Compassionate human b
Through traditional B.Com. course and Self-Financing courses we strive
a difference in the lives of the students forming them socially consc:
responsible citizens of the country and industry ready too. Once stude
completed the degree, they have overall developed personality and
students get placed by our placement cell. The College believes in giv
to the community in whatever ways possible by them .Keeping these higl
and living up that verve, is what makes students at the College stand
CONTEXT: Realizing the importance of holistic development many activi
undertaken to make the students sensitive to various issues. A pleth
events are organized each year to create awareness on campus, a:

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

https://www.mmk.edu.in/wp-content/uploads/2021/08/7.2-Best-Practices
2019.pdf

7.3 – Institutional Distinctiveness

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

ENCOURAGEMENT TO SKILL DEVELOPMENT AND ENTREPRENEURSHIP AMONG STUDEN'
college strives to inculcate employability skills among students so tl
can become independent and employment ready once they are graduates .
activities are conducted in the college in order to achieve this obj
The college also arranges many industrial visits to give exposure
experiential learning to students. i) SEMINARS /WORKSHOPS/SYMPOSIUM CO
a) Guidance on Career Plans to help sketch their future (A Worksho
NET/SET/PET/Public Service Entrance Exams): On 18th January 2019, a w
was conducted to provide a broad overview of the numerous career op
available to students with an introduction to career planning b) A Tv
National level workshop on "Digital Marketing and Hands-On trainin
Photoshop Coral –Draw Illustrator" was conducted on 16th and 17th J;
2019. c) Development of Life Skill-A Symposium on Budget and Indian Ec
2nd March 2019: This program was organized to promote two –way commun:
Students learned how to evolve thinking and come to a solution fo
particular issue/concern d) A seminar on opportunity in media indust
conducted on 31st August 2018 by MAAC Bandra branch students were exp
different career opportunities in animation/VFX/Film and gaming indus
Mr. Nitin Gadia, Centre Director of MAAC, Bandra. e) On the 4th of Se
2018 a seminar on developing professional competencies through coach:
mentorship was conducted by college in association with TALERANG, Mr.
Hora revealed need for students to develop professional competencie
engage in summer internships for skill development. f) As part of :
development initiative of Government of India, NYCS (National Yuva Coc
Society Ltd) held a skill development counseling workshops on 10th J
2019. Students were administered psychometric test to help select righ
path and also various government schemes like PMKK (Pradhan Mantri K
Kendra, JSS (Jan Shikshan Sansthan, DDUGKY (Deen Dayal Upadhyay Gr;
Kaushal Yojana) etc were explained to the students. g) On 20th Februa:

Growth Centre Pvt Ltd held a seminar highlighting importance of employ
skills amongst the students. Ms Tanvi Ashar, psychologist stressed imp
of soft skills, summer internships and participation in extra and
curricular value addition activities in college. The Commerce departm
our college had conducted one day visit to Mahanand dairy in Goregoan
January 2019. The aim of this visit was to provide exposure to stude
realistic operational environment. This visit added to theoretical kn
being provided in the classrooms. 180 students from B.COM Course w
accompanied by Dr. Shreekumar Menon, Ms. Chippy Bobby and Mr. Sush
Damodare. BMM: a) Students were taken for an Industrial Visit to Mys
Bangalore in August where they visited the biggest plant of Karnataka
Milk Cooperative Ltd and understood the entire processing of milk an
based products. b) The class of SYBMM visited ND Film studio on the
February 2019. The students entered the studio as we passed by the
Rushmore type sculpture of the various acting legends of Bollywood.

Provide the weblink of the institution

https://www.mmk.edu.in/wp-content/uploads/2021/08/7.3-Institution
Distinctiveness-2018-2019.pdf

8.Future Plans of Actions for Next Academic Year

1. To be able to enhance the Brand Equity of the College, which it has
for itself, in its Local Jurisdiction between Dadar and Santacruz 2. T
achieve the Title "College with Potential for Excellence" which is gra
per the norms laid down by UGC 3. To create an enabling environment fo
holistic development of Students, Faculty and Support Staff 4. To faci
continuous upgradation and updation of Knowledge Use of Technology, by
and Students 5. To fulfil its Social Obligations, in the manner of pro
formal informal education, dissemination of Knowledge, organizing prog
and activities for the benefit of the Community and Other Stakeholders
create awareness and initiate measures for Protecting and Promoting
Environment 7. To encourage and facilitate Research Culture, to promot
Research by students and Faculty and Consultancy by Faculty 8. To prov
additional thrust to promote Sindhi Language 1.1. To revise the Vision
Mission of the College, where necessary, to align with the aforesaid
objectives 1.2. To continuously Innovate, Introduce new courses and re
relevant to the changing needs of the stakeholders 1.3. To provide thr
achieve excellence in niche courses, such as BAF BMM 1.4. To monitor Q
Assurance and Quality Enhancement activities of the Institution and to
ISO Certification 1.5. To Implement suggestions made in the Academic A
Report by the Audit Team deputed by Mumbai University and the Recommen
made by the NAAC Re-Accreditation Committee, during the third cycle of
2.1 To Implement Structural Repairs to Building and Electrical Repairs
basis of Structural Audit, carried out by the Management 2.2 To Impleme
recommendations made by Audit Team which conducted Green Audit Energy
carried out by the Institution 2.3 To provide space for and make avail
Canteen Facility and Canteen Kiosk, for Students Staff Members 2.4 To
Additional Lecture Rooms by optimally utilizing the available space 2.
provide resources required for Use of Technology to provide online cou
contents, video lectures, etc , to overcome space constraints 3.1 To a
various Office Administration Processes 3.2 To make available all Info

online on the College web-site relating to Admission, Examinations, Co
Rules, Committees, Attendance, Activities, Programmes, Seminars, Works
Extension Activities, Others 3.3 Use of Short Messaging Service (SMS),
developed and designed for communication with Students, to be extended
students of all courses 3.4 To provide for a doctor on campus for the
of staff 3.5 To support various Staff Benefit and Welfare measures. 4.
upgrade Library Resources to include digital content, which can be acc
Students and Faculty online 4.2 Digital Content in the form of Video L
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 Pape
presented during the Conferences hosted by the College 4.4 Faculty mem
shall be encouraged to create blogs to enable students to communicate
doubts, give feedback, suggestions, etc. 4.5 To make available Resourc