



YEARLY STATUS REPORT - 2022-2023

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 Prof.(Dr.) CA Kishore S. Peshori
- Designation Principal
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 02231663158
- Mobile no 9324350028
- Registered e-mail principal@mmk.edu.in
- Alternate e-mail principaloffice@mmk.edu.in
- Address Vidyasagar Principal K.M.
Kundnani Bandra Campus, Adv.Nari
Gursahani road, T.P.S III, Off
Linking Road,
Bandra (W) ,Mumbai400050
- City/Town Mumbai
- State/UT Maharashtra
- Pin Code 400050

2.Institutional status

- Affiliated /Constituent Affiliated
- Type of Institution Co-education

- Location **Urban**
- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Dr.Anjali Verma**
- Phone No. **9224480592**
- Alternate phone No. **02231613450**
- Mobile **9224480592**
- IQAC e-mail address **iqac@mmk.edu.in**
- Alternate Email address **anjali.verma@mmk.edu.in**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://www.mmk.edu.in/wp-content/uploads/2023/09/AQAR-2021-22.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.mmk.edu.in/wp-content/uploads/2024/01/ACADEMIC-CALENDER-22-23.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.20	2017	02/05/2017	31/12/2022
Cycle 2	A	3.29	2011	08/01/2011	07/01/2016
Cycle 1	B++	81.05	2004	03/05/2004	01/05/2009

6.Date of Establishment of IQAC

09/06/2005

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Skill development certificate courses GST, Soft Skills Social Media Marketing ,and Advanced Microsoft Excel, Python Basic, Canva and Chat GPT of 6 days duration each were conducted in the year 2022-23 to impart skills and enhance employability.

Placement cell has a full time placement officer. Placement of students has shown an upward trend. Job Expo was held on 10h March 2023 wherein 15+ companies came for campus placements. Amazon, IDBI, L&T InfoTech and many other eminent companies visited college campus and hired our students this year.

The MOU signing ceremony was held on 29th July 2022 in the College conference hall. The College entered into a strategic partnership with CIMA for CGMA-FLP (Finance Leadership Program).

The College celebrated Sindhi Gaurav Diwas on 20th January 2023 wherein Sindhi Gaurav Awards were conferred on Sindhi luminaries who have been a brand ambassador for Sindhi language, culture and community and contributed immensely in its development.

The College took part in the NIRF survey and filed a report through

its website. Major Infrastructure revamp work was carried out in the academic year.

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

Plan of Action	Achievements/Outcomes
1.To initiate Add-on and skill development certificate courses .	Skill development certificate courses GST, Soft Skills Social Media Marketing ,and Advanced Microsoft Excel, Python Basic, Canva and Chat GPT of 6 days duration each were conducted in the year 2022-23 to impart skills and enhance employability.
2.To encourage staff members to be involved in syllabus design through seminars& workshops	Staff members are part of Board of Studies where they design the syllabus.
3.To introduce innovative methods for the Teaching/Learning process.	All classrooms are ICT enabled and faculty members are using student centric teaching/learning methods
4.Conduct remedial classes	Remedial classes have been undertaken by various departments. Weak students and ATKT students are encouraged to attend these lectures before exams.
5.To invite feedback from stakeholders	Feedback from students, employer and parents are taken and analysed and improvements implemented.
.6.Adopting Quality Improvement Strategies for Interaction with Industry	Industry experts are invited for guest lectures. Students are taken for industry visits and field visits.
7.To conduct Orientation program for students for use of the library .Students need to be encouraged to visit the library.	Librarian conducts Orientation program for students every year and inform students about book bank scheme and other facilities available .In-house book

	exhibition was organised for students.
8.To strengthen the Placement Cell	Placement cell has a full time placement officer. Placement of students has shown an upward trend. Job Expo was held on 10h March 2023 wherein 15+ companies came for campus placements. Amazon, IDBI, L&T InfoTech and many other eminent companies visited college campus and hired our students this year.
9. Encourage teachers to enhance knowledge through undertaking various UGC funded academic courses	Faculty frequently attend UGC funded workshops, training sessions, FDPs to equip themselves with new skills and information in their area of specialisation.
10. To sign MoUs with academic institutions	The MOU signing ceremony was held on 29th July 2022 in the College conference hall. The College entered into a strategic partnership with CIMA for CGMA-FLP (Finance Leadership Program.
11.Enhancement of Research and Consultancy	The College received permission from the University of Mumbai to start Research Centre in Accountancy. Dr.Meenakumari and Dr.Jayesh Rana are the recognized PhD guides
12.To create the institution's Organogram	The Organogram was made and uploaded on the college website
13.Participation in NIRF survey	The College took part in the NIRF survey and filed a report through its website. Prof. Shree kumar Menon and the NIRF committee carried out the entire exercise.
14.Promotion of Sindhi culture and language	The College celebrated Sindhi Gaurav Diwas on 20th January 2023 wherein SindhiGaurav Awards

were conferred on Sindhi luminaries who have been a brand ambassador for Sindhi language, culture and community and contributed immensely in its development

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	16/10/2023

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	SMT.MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE AND ECONOMICS
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• Designation	Principal
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<p>14.Promotion of Sindhi culture and language</p>	<p>The College celebrated Sindhi Gaurav Diwas on 20th January 2023 wherein SindhiGaurav Awards were conferred on Sindhi</p>

eventually increasing their employability. The diverse programmes such as National Service Scheme, and Department of Lifelong Learning and Extension give the students varied opportunities to undertake responsibilities. Value Education, Life Skills and College Women Development Cell support value-based education. Through the in-house Social Outreach Programme, the students were already engaged in community service. All these programs inculcate positivity among students and enhance development of humanistic, ethical and several other human values. To develop the Constitutional and other human values the college celebrates a list of days like Independence Day, Republic day, Kargil day, Mental Health day, Constitution Day, just to name a few

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

a) English has been the primary language of education so far. However, as a large portion of our students are from vernacular medium, lecturers use Hindi to explain and simplify concepts to our students throughout their lectures. b) A certificate programme in Sindhi:- Students in the UG and PG programmes are encouraged to enrol in the college's Sindhi department to study the language and culture. We are a centre for the minority Sindhi language. Students and staff who are not Sindhis are encouraged to learn the language. Additionally, several literary and cultural events for Sindhis are conducted, in which a sizable number of non-Sindhi students take part. c) Both staff and students enthusiastically observe Marathi Bhasha Divas. d) In the subject of Foundation Course, students learn about Indian values and culture. e) Festivals like Guru Purnima, Diwali and Christmas are celebrated with great enthusiasm and fervour on the campus. f) Heritage walk and field trip to Kalaghoda fest was done to acquaint students with rich cultural and literary Indian heritage. They also visited Chatrpati Shivaji Maharaj Museum and learnt about Indian heritage.

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

All the courses and programmes that we offer in our college are outcome based. The outcome for every programme and course is given in detail in Criterion two of this report. We believe in performance- and outcome-based learning. We aim to evaluate and analyse our work in order to assess the efficacy of teaching-learning. These are examined using a) Results b) Placements. c) The students' ascent to higher education d) Students participating in their family business and using their expertise to improve its effectiveness and efficiency. e) Results are

analysed and the proper corrective steps are taken in response to frequent feedback from students, teachers, and employers. Alterations in teaching learning and curriculum based activities are brought about. The college is affiliated to the University of Mumbai and follow stated policies so the amount of changes that are made get limited.

20.Distance education/online education:

As an affiliated college, we must follow the directives of the University of Mumbai, and when the University directs its affiliated colleges to start conducting their own Open Distance Learning, the college shall begin the process in accordance with the University's specifications. The college encouraged students to enrol in Swayam and Coursera's online certificate courses. Students enrolled and completed these certificate course offered by prestigious universities.

Extended Profile

1.Programme

1.1	333
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3210
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	597
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	860
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	29
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	34
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	233.26 lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	122
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum of various courses in regular and self-financing

streams is designed by the University of Mumbai and the College adopts various ways for its effective implementation. In order to ensure effective curriculum delivery, the College begins every year with an Academic Calendar, which is prepared according to the Calendar issued by the University of Mumbai, prior to the commencement of the academic year. It specifies the time schedule for significant activities to ensure proper teaching-learning process and continuous evaluation and is displayed on the College Website. Every Department holds meetings at the beginning of every Semester to discuss about workload distribution, teaching plans, performance of the students in the last semester, the need for conducting mentoring or remedial classes, any other enrichment programs for the students. The classes are held according to the consolidated, Faculty-wise and course-wise Time-Table which is prepared by the Time Table Committee. Individual class wise time table is displayed in the notice board of every class. Each faculty member prepares a teaching plan giving outline of the syllabus to be completed and expected outcomes. Faculty is encouraged to use ICT so as to make the teaching-learning process more learner-centric. Classroom teaching is supplemented through seminars, workshops, field trips and Industrial visits. Academic review and feedback are taken regularly. Standard reference books and e-resources are made available to the faculty and students through well-stocked library.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Annual Academic calendar is prepared following the University Academic Calendar prior to the commencement of the academic session. The arrangement of terms, working days, holidays, examination dates, winter and summer vacation, etc. follows University schedule as declared in the academic calendar. The calendar specifies significant curricular and co-curricular activities along with dates and time schedule to facilitate proper teaching learning and continuous evaluation. It is prepared by

IQAC and is displayed on the college website, published in college prospectus for awareness and information to all stake holders. The tentative dates of examinations, activities such as NSS, Rotaract, DLLE, placement cell, etc are given in the academic calendar.

For Continuous Internal Evaluation (CIE), the college adopts the examination pattern and follows the guidelines issued by the University of Mumbai. The Chairperson of Examination committee holds meetings with course coordinators to decide Course wise specific pattern for internals and gets the approval of Principal for the conduct of Internal examinations. The concerned faculty gives a minimum 10-days' notice of internal exams, prepares exam schedule, conducts exams after considering their attendance status and evaluates performance in an impartial manner. Students are evaluated through semester end examinations, class tests, quizzes, group discussions, home assignments, project reports, presentations after which results are declared and incorporated in the final result. College undertakes Bridge courses and Remedial lectures for the benefit of weak students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

07

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

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

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

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1835

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The programme B.Com, BMS, BAMMC, BFM, BBI & BAF have a subject of foundation course that imparts knowledge on contemporary issues, environment and human values; the subject of Environmental studies in B.Com. and Contemporary issues in BAMMC journalism specialization focus on issues of environment, human life and sustenance, thus increase student awareness about these problems and how they mar the balance between ecology and human life. The subject of Business ethics and corporate governance in BMS and BFM bring about an understanding and inculcate in students the seed of ethics and professionalism.

To take care of these socially relevant issues, the college has several committees. These committees organize various Seminars, Workshops, Street plays, debates, skits, etc in order to sensitize the students and educate them about socially relevant issues.

Gender related issues are taken up by the Women's Development Cell, rights of women, events on women's day, women entrepreneurship seminars, Environmental education and climate change awareness are undertaken by the NSS through its various activities.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

64

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

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

2754

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.mmk.edu.in/wp-content/uploads/2024/03/Feedback-Stakeholders.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mmk.edu.in/wp-content/uploads/2024/03/Feedback-Stakeholders.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1091

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

429

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

2.2 - Catering to Student Diversity

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

- **Students are encouraged to take up Internship at various Corporates, through the Placement cell.**

- Guidance and assistance are offered to students for pursuing research projects at UG/PG level and for participation in various research competitions like International Economics Convention hosted by H(S)NC Board, In-house Student Seminar, Avishkar Research Convention by University of Mumbai.
- Learning through MOOC programmes such as SWAYAM, COURSERA is encouraged.
- Students are encouraged to enroll in the various Skill development and Certificate courses offered by the college.

Measures in place for slow learners: -

- Remedial Coaching is available for slow learners
- E-content is available for slow learners.
- Peer based learning is available for slow learners

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

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

Number of Students	Number of Teachers
3210	29

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college provides a variety of learning experiences. Industrial visit for SFCs students facilitate observing and collecting data related to the subject. Students are involved in interactive learning, problem-solving exercises, group discussions, seminars, etc. The learning experience is upgraded by extensive use of ICT tools- PPTs, LCD, interactive boards by teachers, especially consequent to the COVID-19 pandemic. Learning is made student-centric through project work, seminar presentations, and assignments. Students are motivated to register on portals of e-

learning like Coursera . The College Library provides internet facilities, access to texts, reference books, Educational CDs etc. Recently E- Books have been introduced in the library along with subscription to the N-LIB Database. NSS activities, DLLE and Rotract Club activities are conducted to help our students develop heightened sense of empathy toward other fellow human being and also towards environmental issues which affects our existence. The College has developed strong linkages with prestigious institutes like ICAI, IMC and BMA wherein student centric seminars and workshops are organised on continual basis. Students are actively involved in planning and organising of activities in FINECO Club, Funkiria fest and learn essential life skills.

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

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

The college has prioritized use of ICT in teaching -learning. Preparation of e-resources in various subjects in the form of PPTs, digital material, and resource links has created a repository of knowledge, which are made available to students by faculty members. Staff rooms and Collegelibrary have networked internet connections. Campus is wi-fi enabled. Classes, seminars, guest lectures are conducted using LCD projectors in the Conference Hall and classrooms. ICT tools and resources are available like, Smart Class room, LCD, Projectors, Network system, Smart Board in Conference hall.. Faculty are enriched through training workshops on digital tools, online portals such as National Digital Library, SWAYAM, etc. and access to N-LIST consortia subscription, which facilitates teaching-learning. Use of ICT by incorporating audio-visual material makes lessons visually interesting, positively impacting both the learning outcomes of students and their attendance. E-resources such as YouTube videos, website links are made available to students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

29

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

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

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

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

316

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The management of internal examinations at our institution is meticulously planned and communicated through the Academic calendar, ensuring students are well-informed. Adhering to the guidelines set by the University of Mumbai, the process of internal assessment is comprehensive and employs a graded metric encompassing various components. Assessment is done according to a graded metric based on: 1.Two Semester end examination per programme 2.Assignments and projects The assessment methodology incorporates two semester-end examinations per program, assignments, and projects. Additionally, the evaluation takes into account factors like field visits, report writing, seminar presentations, class participation, interaction, involvement in college activities, good conduct, and the demonstration of ethics and values. Emphasizing the importance of regular attendance, the college mandates a minimum 75% attendance per semester. Internal assessment employs diverse methods, including quizzes, unit tests,

open tests, assignments, vivavoce, and practical examinations. The transformative shift towards student-centric learning spaces has expanded the scope for successful curriculum transactions, enhancing the overall learning experience. Teachers actively engage as observers, offering personal feedback to students. For those facing challenges, counselling sessions and remedial lectures, often involving peer learning and evaluation, are conducted to ensure holistic student development. External assessments follow the university pattern, with semester-end examinations where answer scripts are meticulously evaluated, and feedback is provided. The college upholds transparency in addressing internal examination grievances, maintaining a dedicated Cell for the fair and impartial treatment of all students. Any grievances, including those related to examinations, are resolved within a maximum of five days upon receive of complaint.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Examination-Timetable_0001.pdf

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

The college being affiliated to the University of Mumbai, adheres to structure, syllabus and evaluation system prescribed by the university. The subject contents and type of evaluation system to be followed are disseminated to students at the commencement of the year in orientation lectures conducted by the college additionally the academic calendar also helps the students to gain valuable insights into various activities. Semester end exams are held as per schedule given by university, the evaluation is mostly ESE (End Semester Examination), in subjects like Foundation course and Computer systems and applications projects are assigned to students to sharpen their research orientation, and weightage of marks is 25 are allocated for project evaluation and viva, this helps in CIE of students, The evaluation is done by respective course teacher and results are declared and displayed on the college notice board within stipulated time limit prescribed by University, students are free to discuss their query with concerned subject teachers.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/01/Unfair-Means-5050.pdf

2.6 - Student Performance and Learning Outcomes

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

Yes, the Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. The teachers of all subjects are fully aware of the course outcome of the offered course as it is itself given in the syllabus. The course is designed to expose the students to the basic knowledge of theory and practical knowledge and how they apply it to their real life situations. The students are also aware of the course outcome as it is mentioned in the syllabus. The respective teachers also acquaint them with it from time to time. The students are encouraged and motivated for their prospects and job opportunities of each subject

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Programme-Outcomes-POs-and-Course-OutcomesCOs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

As POs and COs have been specified in the syllabus, the teachers evaluate the above by their own simple methods. At the beginning of every session the students are evaluated on the basis of their past results and performance. After the completion of the course the outcome is estimated by internal assessment such as class tests and surprise tests. The result of the final examination also suggests how fruitfully the course has been delivered and assimilated among the students. PSOs are discussed in the classroom by the teachers. Publications of different newspapers

are collected and displayed on the notice are collected and displayed on the notice board to make the students to aware of career options related to their specific course. This helps the students as well as the teachers to assess the effectiveness of the teaching learning system.

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

2.6.3 - Pass percentage of Students during the year

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

860

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.mmk.edu.in/wp-content/uploads/2023/09/SSS-2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1,00,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Our institution continued the MMK entrepreneurship network in A.Y.

2022-23 with a number of initiatives that were taken by various departments to imbibe in them the seed of self-dependency & entrepreneurial skills. The department of Business Management held a one day workshop on Teacher to Entrepreneur -Made Ready for life. The hosts explained various opportunities available and how to strengthen the entrepreneurship environment. The department of BMS & BFM held programs on Application of Global Technical Analysis I and II. The department of BBI held a seminar on Trade Operation Program, a collaboration between Kotak Mahindra Bank and BANKEDGE which again can be developed into careers where individuals are self-employed. Thus, there are structured initiatives being taken in order to ignite various options in the minds of students to build an ecosystem of entrepreneurship when the students are preparing for their lives ahead. The database generated from the link which has been circulated among the alumni at the time of celebration of Diamond jubilee of the college with 60 alumni felicitated for being the best in their fields of work was improved further in the year 2022-23. Networks were established further and the cause of the entrepreneurial environment was strengthened, to provide a platform for future entrepreneurs from amongst the present students.

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

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

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

18

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

09

File Description	Documents
URL to the research page on HEI website	https://www.mmk.edu.in/research/#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

There were a number of activities conducted by the college through various schemes such as NSS, Rotaract Club and DLLE for the holistic development of the students and the society. The activities such as CPR training, training in Self-defense, finance literacy etc. were organized to create awareness about the same among students and the society.

There were few activities which were solely organized by the college and there were many more which were done in collaboration so as to create a larger impact.

Thus, the college through such activities tries to cover the various aspects which will lead to a better society.

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

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

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

02

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

32

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

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

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

1342

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

3.5 - Collaboration

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

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

08

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

08

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college strives hard to provide the best possible infrastructure for creating an effective teaching-learning process through extensive use of Information and Communication Technology (ICT). The college has two dedicated seminar halls with audio-visual facilities and is used regularly for conducting several events, seminars as well as webinars. All classrooms are enabled with projectors, screens, and audio facilities which are used regularly by the entire faculty for efficiently conducting lectures. The college has two IT labs with computers located on the ground floor and the third floor for conducting computer practicals and workshops. The college library is equipped with computers, printers, and also a reprographic facility. The college

has a user-friendly library with open access. The SLIM21 library software is used to automate the entire process. For teaching, learning, and research the college has an adequate number of laptops, desktops, fixed projectors, smart boards, computers with WIFI facilities, State of art and modern IT Labs with updated and licensed software and hardware, and regular maintenance of this equipment are undertaken as per the requirement. We have a provision of a wheelchair, ramp, and lift facility for our Divyang students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/CLASSROOMS.pdf

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

The College has adequate facilities for conducting curricular, co curricular, and extracurricular activities and these facilities are also augmented regularly. Student Activities-College conducts Cultural, Sports, Indoor & Outdoor games, Gymnasium, Seminar Halls, NSS, DLLE, Skill development, Yoga, Health, etc. Quadrangle is located within the premises and it is used for conducting small sporting and cultural events. Annual Athletic Meet and major sports events are conducted by taking the nearby grounds on a rental basis. Dr. L.H. Hiranandani Football tournament is organize every year at the famous Cooperage Ground. College terrace is used for conducting yoga activities and self defense workshops organized by WDC. BCR is equipped with Carom, Table Tennis, and Chess Board. Gymnasium also has modern equipment like an Exercise Cycle, and Treadmill. NSS has been provided a dedicated room. Camps and other activities are conducted regularly. All NSS activities are funded by College. NSS room has Medical Kit which is used during emergencies. Doctor on Call facility - Doctor visits college once a fortnight and is available on call during times of emergency. Counseling and Placement activities have been provided a separate space. The placement Coordinator and Counselor are available on the campus between 9 AM to 2 PM.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Cultural-and-Sports-Activities.pdf

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

29

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/LMS.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

64.94 lakhs

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

4.2 - Library as a Learning Resource

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

The college library has a collection of more than 52,000 books, journals, and e-resources . New books are added to the collection each year. In 2022-2023, Rs. 2,12,940/- was spent on library resources. The library is fully automated with SLIM21 library software. 3.8.0.31137 is the current version in use. It was automated in 2004 using SLIM++, and then in 2014 it was upgraded with SLIM21. There are modules for acquisition, cataloguing, circulation, and serials. The Library bought the dColl (digital collection) module in 2020 and started adding digital resources to the OPAC. During library operating hours, users can search the collection via the Web OPAC on the college website. The internet and reprographic services are available to users. The Book Bank facility is open to students in need. The Best Reader Award was created to inspire students . A library orientation is provided to all new students. It annually organizes an internal book exhibition to raise user's knowledge of the resources. Additionally, a biannual library e-bulletin is published. The Library Committee meets twice annually to assess the overall state of the library. Users can read electronic books on the Kindle readers that are available at the library. It is a regular library practice to display books and create virtual bookshelves with videos and e- books to commemorate important events and share them with library users on WhatsApp group.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://103.250.38.69/w27

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

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

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

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

2.13 lakhs

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

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

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

123

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

WIFI-The college is equipped with the state of art IT facilities. All the floors of the college have WIFI facilities. The WIFI is provided by JIO as well as Vodafone-Idea service providers. The WIFI service is free up to a limited quantity and can be extended use can be used by paying nominal charges. Apart from that, the college has installed routers and the password has been provided to the staff members for using the same for conducting academic activities. **IT LABS-**The college has two fully air-conditioned IT Labs well equipped with desktops that run on the latest programming software and updated hardware. The IT Labs have been connected through fiber optic cable and also have a separate server facility. **INTERNET CONNECTION-**All the computers are connected with a High Speed Internet connection of 20-100 MBPS. Computers located in the Administrative, Accounts office, Official

Rooms and IT Labs are upgraded to 50-100 MBPS High-Speed Internet Connection as per agency or requirement.

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

4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

193.51 lakhs

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

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

(1) College has yearly AMC for Water coolers, ACs, Fire extinguishers, Computers, Printers, Scanners, Lift, Photocopiers, Xerox machines etc. In case of any issues the AMC contractor is contacted and it is ensured that the matter is resolved at the earliest. (2) Office software's are purchased and annually renewed. AMC with respect to all digital equipment's is in place. Uninterrupted internet is ensured. A dedicated technician is available on campus to look after the issues related to IT equipment's. (3) Request for any upgradation or purchase of new equipment is placed by the stakeholders with the registrar and further procedure is followed. (4) Indoor sports are organized in the Gymkhana. Playgrounds are rented for organizing tournaments of football and hockey (5) Computers located on campus are connected with internet and printers. (6) Floor Incharge is responsible for cleanliness and energy saving. There exists a DP switch outside every classroom to cut off electricity to the rooms. (7) The college also has a user-friendly library with open access that is well stocked with books, journals, e-resources, and newspapers. The SLIM21 library software is used to automate the process. The users can access bibliographic details of the library collection through the Online Public Access Catalogue (OPAC). Digital collection is also accessible through OPAC. New arrivals are displayed in the display box. In-house book exhibitions are held to increase user awareness of the library's resources. The library buys publications recommended by teachers and students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

87

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

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

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

80

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.mmk.edu.in/wp-content/uploads/2023/06/Yoga-videos-23.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

496

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

496

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

331

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

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

5.2.2.1 - Number of outgoing student progression to higher education

205

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

09

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

161

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

On 19 December 2022, the Student Council and Department of Commerce Organized an event named 'Finmerce' in College Conference Hall. The motive of this event was to boost, enhance and test the

knowledge of students in the fields of Finance, Commerce and Economics. The hosts of the event were Shruti Ruke and Mariyam Khan from the Student Council. The event started at 11.30 a.m. with Sarswati Vandana followed by Head of Commerce Department, Prof. Shreekumar Menon's insight into the importance of participation in such events. The hosts explained the event in depth, followed by rules and regulation and demo game for better understanding. The quiz event consisted of three rounds consisting of ten questions in each round pertaining to knowledge in Finance, Economics and Commerce.

The Department of M.Com has conducted an "Intercollegiate Seminar on NET/SET" along with active involvement and participation by the members of The Student Council on 29th January. The venue was Dr. L.H. Hiranandani Memorial Conference Hall at the Ground Floor in the College Campus.

The Guest speaker for the Seminar was "Ms. Kanwalpreet Kaur Puri, a Research Scholar at DTSS College of Commerce, Malad East. Being a state topper in MH-SET with 76% in 2016, she is highly experienced in guiding and mentoring students for NET/SET examination with more than 35 sessions to her credit.

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

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

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

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

5.4 - Alumni Engagement

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

The college has very active and vibrant alumni Association, the college alumni contribute Also, we have made an appeal to all our alumni to contribute generously towards the college development fund. On the social front tour alumni also supports the institution in providing scholarships to needy students. Our college alumni is registered and it has separate bank account for all financial transactions.

The Alumnus actively contributes to the institutional academia and student development by being a role model and inspiration to the current students. Our Alumni is also a link to students for obtaining employment opportunities in selected fields. They continuously contribute in developing the employability of students by delivering guest lectures, and as being advisors in committees, industry experts and co-operative partners in projects.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has a very transparent and effective system of governance and management . The college is managed by HSNC board , which is a premier body that has evolved and started its own cluster university in Mumbai ,the HSNC University , thus the board has been an innovator and developer in field of providing quality education in suburbs of Mumbai, .Our college has been set up to provide affordable and good quality education to the masses, the vision and mission statement is reflective of this commitment.Many new educational initiatives have been undertaken in the current academic year to further these goals e.g application to start Bachelors course in IT, Masters in Media etc.

Vision

Premier institution of learning, providing Undergraduate and Postgraduate Education in Commerce and Economics, Specializing in Accountancy, Management and International Business

Mission

Kindle intellectual curiosity among students and motivating them to attain academic excellence.

Motivate faculty towards continuous upgradation of knowledge and delivery of teaching.

Empower faculty to be 'change-makers' in their responsibility towards students.

Foster Indian values through culture, care, compassion, creativity and collaboration through our portals.

Espouse vigorous research-orientation in faculty and students.

Develop 'esprit de corps' in alumni

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/vision-mission/
Upload any additional information	View File

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

The College administration is effective and efficient in management of the institution , the Principal of the College is assisted by Vice-Principals , teaching and non-teaching staff members who ensure that activities are directed towards achieving vision and mission. The Secretary, Chairman and Trustees of the Board, the College Development Committee and the Principal of the institution are policy makers and they plan the future course of action for the institution. These plans are effectively disseminated and implemented by the faculty in charge of various activities and heads of the departments

The students are provided an opportunity to take part in the college decision making process through the College Development Committee. The staff also take part in improving the institutional efficacy by focussing on quality teaching and forward looking academic activities.

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2023/05/Organogram-2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are developed by the institution to achieve the objectives set in the vision and mission, perspective plans are discussed in College Development Committee meetings and due care is taken to ensure all activities of various departments are

integrated to achieve common goals

The college has following goals for the impending academic year:

- 1) To increase the seat intake of PhD students in Commerce (Accountancy)
- 2) To increase the seat intake of PhD students in Commerce (Business Policy and Administration).
3. To start a PhD research center in Subject of Business Economics.
4. To encourage more faculty to register for PhD Guideship
5. To create infrastructural improvements in the college premises to facilitate teaching and learning
- 6) To encourage faculty to publish and present research papers in seminars and conferences Journals.
- 7) Training non teaching staff in Operational softwares
- 8) Organizing expert lectures for career guidance and development of students' personality.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Upload any additional information	View File

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

The head of the the institution is the chief executive officer and he has to plan out the course of the institutions academic endeavors with assistance from the teaching and non teaching staff. The administration of the college is smoothly conducted by Principal with assistance from Vice-Principal (Administration). For

conducting academic programmes like Faculty Development Courses, Examination ,research activities there is Vice Principal (Academics) . From student perspective the organization of lectures,and seminars by experts is executed by Vice -Principal(Student Support).There is balance in planning and execution of various programmes.The college has also various committees that helpin smooth conduct and implementation of various activities planned for the academic session

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Link to Organogram of the institution webpage	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

List of welfare measures for teaching and non teaching.

Group insurance

Provision for different types of leaves

Fees installment for wards of staff

Provident Fund

Loan facility through institutional cooperative bank or recommendation for loan of other Banks

Health Center

Tie up with nearby hospital for medical emergencies

Regular health check-up camps

Staff mess with drinking water facility

College Uniform to non teaching staff

Accommodation facilities,, Felicitation on Achievement

Canteen facility with discount for teaching - non teaching, , R.O drinking water facilities, Mediclaim facility / recommendation

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

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

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

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

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

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

20

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Institutions Performance Appraisal System

An efficient performance appraisal system is beneficial to organization in achieving its vision and mission, it makes the staff proactive towards developing their skills for focused improvements in their teaching techniques and become contributor to academic growth and development of the student, even the career ambitions of the staff are fulfilled by enhancing the capabilities, the faculty follows the PBAS format provided by the University for effective evaluation. The teachers of college have to prepare yearly performance appraisal report in the PBAS format, the system ensure teachers have an idea about the yearly performance indicators and areas of improvement, this system helps them to prepare for their Career Advancement Scheme, the non-teaching staff are periodically assessed for their performance in terms of punctuality, regularity and work performance they are encouraged to improve their working skills by felicitating their career advancements, the registrar of the college and Administration Vice principal ensures there is regular work feedback of every non-teaching employee of the college and their areas of weakness are identified for further improvements.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1xo5gci7kqAgEVul59tQzUYnX9Ax8wKoj/view?usp=drive_link
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution has excellent mechanism to carry regular audit of its financial transaction. This has ensured that the financial records are updated and audited on a regular basis. Internal audit is carried out by auditor appointed by the management, a transactions, bills and vouchers are through scrutinized and verified for any discrepancies and same is brought to notice of college Principal. The external audit is carried out by an auditor appointed as per the state government rules, the document is signed by the auditor and management for reference and record.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/16nqdIztxGq5waasiYbuo0FHhBuUuLTkF/view?usp=drive_link
Upload any additional information	View File

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

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

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

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

The institution is a grant in aid institution by the Government of Maharashtra and funds for staff salaries are disbursed by government. The college does not collect any form of funds from stakeholders. Students who have passed out of the institution are always encouraged to donate voluntarily to their alma mater. We aim to tap the Alumni to contribute to development funds of our college. The funds of the institution are managed by a system of check and balance by experienced accounting staff under supervision of the Principal. All fund expenditures are authorized by the College Management.

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

6.5 - Internal Quality Assurance System

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

The role of IQAC cell has been that of a changemaker in positive quality practices. It has ensured every faculty member has got adequate exposure to new trends in teaching and has encouraged faculty to contribute to academic excellence by training them for digital medium. The faculty has got training on use and application of online attendance marking students and it has even helped them to organize and schedule their lectures. The faculty

have been encouraged to take up PhD guideship and enroll students for the research centre . The topics for the same are discussed in the meeting, where the students are encouraged to discuss the topics with their guide.The IQAC meets regularly to plan and organize teaching, research and other quality focused activities in the College. The IQAC was also instrumental in starting with IT-Certification course for students of the college, the course duration was of 36hrs and it was conducted in month of April-May 2023.

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

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

The IQAC of the college has been in the forefront of all quality enhancement initiativesundertaken in the institution, it has promoted a quality work culture amongst the staff, different process has been developed and implemented by the IQAC like:

1. Improvement in the quality of teaching and learning by ensuring training of the teachingstaff .
2. Encouraging the research orientation by motivating teaching staff to publish researcharticles .
3. Conducting quality programmes like seminars, conferences, FDP etc.
4. Preparing AQAR reports on a yearly basis and sending them to NAAC.
5. Student feedback is collected on regular basis for focusing on areas of improvement .
6. Encouraging the teaching staff to adopt more ICT tools in the teaching -learning process.
7. Setting up PhD research Centre in area of Accountancy to ensure students getsopportunity to pursue a research Career.

8. Encouraging students to enroll and participate in Industrial visits for practical knowledge of the curriculum.

9. Arranging for Placement for final year students to enable them to gain much needed internship experience.

Other than the above initiatives the IQAC ensures there is outcome based education in all programmes run by the institution, there is focus on improvement of the students knowledge quotient rather than only the grades, a holistic approach ensures students acquire the skills set needed to be successful in their career

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. The Women and Gender Development Cell (WGDC) of Smt. M.M.K. College has been actively involved in sensitizing staff members and students about various issues related with gender discrimination and creating awareness through conducting meaningful programmes such as women empowerment talks, seminars, conferences and trainings.

2. Safety and Security: - The college has a dedicated security staff. Women and Gender Development Cell takes care of safety and security of girl students in general and women staff in particular in the college. The College had dedicated lady peons and lady security staff to take care of the female students in the college.

3. Counseling Psychologist: - The College has a dedicated Counseling Psychologist, who addresses the educational and psychological problems of all students in general and girls students in particular.

4. Ladies Common rooms: - The College has a dedicated ladies common room on 3rd floor which has tables, water filter, wash room, treadmill, weight lifting machine and women peon facilities where girls can relax for a while.

5. The college also promotes government scholarships to eligible students irrespective of their gender for their educational empowerment.

File Description	Documents
Annual gender sensitization action plan	https://www.mmk.edu.in/wp-content/uploads/2024/02/Gender-Sensitization-Policy_0001.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Facilities-for-WGDC_0001.pdf

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

C. Any 2 of the above

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

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

1. Solid waste is collected by service staff from the college premises on a daily basis and handed over to Solid Waste management Department Personnel of H WEST ward of Municipal Corporation of Greater Mumbai. Dustbins are kept in each classroom and office.
2. Liquid Waste has been discharged in the Common MCGM sewage line and further it is handled by MCGM.
3. College has a unique initiative of using other used papers for printing purposes in order to save papers and ultimately saving trees and protecting nature.
4. Dedicated E-waste dustbin is kept by the college. E waste collection drive was conducted on 25th to 28th February, 2023. More than 100 kg E-waste was collected.
5. Beach Clean Drive was organized on 17th September , 2022 at Carter Road of Bandra Suburb of Mumbai. Drive started by cleaning the entire stretch of Carter Road Beach.
6. Under Swatchh Bharat Abhiyan, we organized a beach cleaning drive at Mahim Beach, Mumbai on 18th January 2023.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

Inclusion and Situatedness: Being a Sindhi Linguistic Minority Institution, our philosophy is "Vasudhaiv Kutumbakam" (The world is one family). As an Institution, we promote and celebrate Unity in Diversity which is core to Indian Democracy. We cater to students from different background irrespective of caste, creed,

region, religion, language and gender. Our institute takes efforts in organizing various activities throughout the year which promotes tolerance, harmony, regional, linguistic and communal diversity through our National Service Scheme Unit, Department of Lifelong Learning and Extension Cell, Cultural Committee and Sindhi Department.

Being Sindhi Minority Institute the 50% seats are reserved for Sindhi Students.

SC, ST, Differently abled, backward communities, minority communities students are also admitted in the college without any bias and prejudices.

As per government directives seats are reserved for Sports quota

Scholarships and free ships are instituted for the deserving students by the college management.

Our college celebrates and organize Marathi Bhasha Diwas, Sidhiyat Jo Melo, Sindhi Bhasha Diwas, Yoga Day, Gandhi Jayanti, Constitution Day, Meatless Day, Ganpati Festival, All Religion Prayers and other social programmes throughout the year. We have zero tolerance policy against racism, linguistic, religion and cultural bias. Our Institute is free from hate and promotes love which includes all citizens of this country.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Democratic values inculcated among students and staff : 1. Democratic Representation of staff, students and other stakeholders in College Council College Development Committee, IQAC and other statutory and non-statutory bodies. 2. Parliamentary mode of election in forming Students' council 3. Non-partial distribution of duties and responsibilities among staff and students 4. Incorporation of diverse ideologies from all stakeholders 5. Faculty and Staff participation in the conduct of

elections 6. Frequent COVID-19 Vaccination Drive for all.

Transparent, Accountable and Impartial Administrative, Academic and Non-Academic Activities: 1. Admissions are conducted through government and university directives where students from diverse backgrounds to pursue higher education and importantly we do not take any capitation fees. 2. Administration in institution is smooth and effective which facilitates timely execution of work. 3. In Academics, Environmental Studies, Fundamental Rights and Duties, Human Rights are integral part of the curriculum.

The major environmental initiatives examples: 1. Energy, Green and Environment Audits 2. Nature Club 3. Environmental Sensitization talks 4. E-Waste Collection Drive 5. Reuse of other side of used papers 6. LED lamps installations 7. Beach Cleaning Drive 8. Lectures on Water Conservation. 9. Lockdown Awareness Videos and seminars

Constitutional and Human Rights awareness activities: 1. Observance of human rights day, Constitution Day, Blood Donation Drive, AIDS Day, Voters Registration Drive etc. 2. Awareness videos 3. Webinars 4. Observation of days of national and international importance.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1uFizyLKvIUlJr8sd17Qz9tm-ulNcP_08/view?usp=drive_link
Any other relevant information	https://drive.google.com/file/d/1uFizyLKvIUlJr8sd17Qz9tm-ulNcP_08/view?usp=drive_link

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are

organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

By promoting unity and diversity among students by celebrating national and international events.

1. Blood Donation Drive- Promote community outreach and societal consciousness
2. Vegan Outreach Webinar- Compassion towards animals and promotevegan food.
3. Independence Day- Remember our national duty, promote nationalism, patriotism among youth.
4. N.S.S. Day - NOT ME BUT YOU, society before self.
5. CPR Training- Learn CPR Skills, Save Precious Lives.
6. Bhajan Sandhya- Remembering Father of Nation on Gandhi Jayanti
7. Vaccination Drive- Saving Precious Lives during pandemic.
8. Mental Health Awareness Seminar- Keep Calm and Study Well.
9. Voter's Registration Drive- Every vote counts
10. Meatless Day- Compassion for animals.
11. Clean India Drive- Swacch Bharat, Samruddh Bharat
12. Constitution Day- Justice, Liberty, Equality and Fraternity

among people of India

13. AIDS Week- Accept everyone, hate none.
14. Human Rights Day- Every human deserves dignified life.
15. Matdar Diwas - Pledge Awareness- Vote Wisely.
16. National Girl Child Day- Girl Child Matters
17. Republic Day- We the citizens of India.
18. National Youth Festival- Youth is Future.
19. Blood Donation Drive (Andheri Station)- Donate Blood, Save lives
20. World Cancer Day- Fighters can beat cancer.
21. Chhatrapati Shivaji Maharaj Jayanti- The Great Warrior
22. Marathi Bhasha Diwas- Maay Marathi

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1.Foster Indian values through culture, care, compassion, creativity and collaboration through our portals.

To inculcate Indian values among students through our culture with the thrust on Unity in Diversity.

Due to the cosmopolitan nature of the city, it is imperative to maintain tolerance and harmony in society.

The Practice: The college celebrates commemorative days, which focus on inculcating values of unity, compassion and tolerance.

We organized many programmes on the occasion of Azadi ka Amrit Mahotsav Celebrations.

Due to the pandemic, students were confined to their homes, many of them lost their family members and had to struggle for their livelihood. Consequently, they found it challenging to adapt to the value system prevailing in the Indian society.

2. Promotion of Sports

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.

West Zone Inter University Table Tennis Tournament , Chess tournament, football tournament and Khel Mahotsav were organised

Several medals have been won at the National level .

Due to space constraint the college has been sharing the Multipurpose Basket Ball Court and Badminton Court with National College, our sister institution.

File Description	Documents
Best practices in the Institutional website	https://www.mmk.edu.in/#
Any other relevant information	https://www.mmk.edu.in/#

7.3 - Institutional Distinctiveness

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

Our college is a Premier institution of learning, providing Undergraduate and Postgraduate Education in Commerce and Economics, specializing in Accountancy, Management and International Business. The mission of the college is to kindle intellectual curiosity among students and motivating them to attain academic excellence. At the same time college is also

empowering students in extra-curricular activity. NSS unit of MMK College takes the lead in terms of extension activities such as:

- Blood Donation Drive,
- Constitution Day,
- Gandhi Jayanti,
- Ekta Diwas,
- Tree Plantation,
- Traffic Awareness,
- Swach Bharat Pakhwara, conducted by unit every year.

The College has adopted Safale village in Palghar districts in under NSS for grass root awareness on rural life, health and hygiene, education, financial literacy. These programmes makes student self-reliant, and responsible citizen of the country.

Along with NSS, Department of Life-long Learning and Extension, Cultural Committee, WGDC Cell, EVS Department, Literary and Debating Society, FINECO Club, BAMMC Department, Nature Club and ROTARACT Club conducts several awareness and outreach programmes through their portal.

The College provides a platform through various extension activities and helps students to develop their overall personality which enhances their employability skills. Many students secured jobs in the past on the basis of their participation in extension activities.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum of various courses in regular and self-financing streams is designed by the University of Mumbai and the College adopts various ways for its effective implementation. In order to ensure effective curriculum delivery, the College begins every year with an Academic Calendar, which is prepared according to the Calendar issued by the University of Mumbai, prior to the commencement of the academic year. It specifies the time schedule for significant activities to ensure proper teaching-learning process and continuous evaluation and is displayed on the College Website. Every Department holds meetings at the beginning of every Semester to discuss about workload distribution, teaching plans, performance of the students in the last semester, the need for conducting mentoring or remedial classes, any other enrichment programs for the students. The classes are held according to the consolidated, Faculty-wise and course-wise Time- Table which is prepared by the Time Table Committee. Individual class wise time table is displayed in the notice board of every class. Each faculty member prepares a teaching plan giving outline of the syllabus to be completed and expected outcomes. Faculty is encouraged to use ICT so as to make the teaching-learning process more learner-centric. Classroom teaching is supplemented through seminars, workshops, field trips and Industrial visits. Academic review and feedback are taken regularly. Standard reference books and e-resources are made available to the faculty and students through well-stocked library.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Annual Academic calendar is prepared following the University Academic Calendar prior to the commencement of the academic session. The arrangement of terms, working days, holidays, examination dates, winter and summer vacation, etc. follows University schedule as declared in the academic calendar. The calendar specifies significant curricular and co-curricular activities along with dates and time schedule to facilitate proper teaching learning and continuous evaluation. It is prepared by IQAC and is displayed on the college website, published in college prospectus for awareness and information to all stake holders. The tentative dates of examinations, activities such as NSS, Rotaract, DLLE, placement cell, etc are given in the academic calendar.

For Continuous Internal Evaluation (CIE), the college adopts the examination pattern and follows the guidelines issued by the University of Mumbai. The Chairperson of Examination committee holds meetings with course coordinators to decide Course wise specific pattern for internals and gets the approval of Principal for the conduct of Internal examinations. The concerned faculty gives a minimum 10-days' notice of internal exams, prepares exam schedule, conducts exams after considering their attendance status and evaluates performance in an impartial manner. Students are evaluated through semester end examinations, class tests, quizzes, group discussions, home assignments, project reports, presentations after which results are declared and incorporated in the final result. College undertakes Bridge courses and Remedial lectures for the benefit of weak students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic

A. All of the above

council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

07

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

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

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

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1835

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The programme B.Com, BMS, BAMMC, BFM, BBI & BAF have a subject of foundation course that imparts knowledge on contemporary issues, environment and human values; the subject of Environmental studies in B.Com. and Contemporary issues in BAMMC journalism specialization focus on issues of environment, human life and sustenance, thus increase student awareness about these problems and how they mar the balance between ecology and human life. The subject of Business ethics and corporate governance in BMS and BFM bring about an understanding and inculcate in students the seed of ethics and professionalism.

To take care of these socially relevant issues, the college has several committees. These committees organize various Seminars, Workshops, Street plays, debates, skits, etc in order to sensitize the students and educate them about socially relevant issues.

Gender related issues are taken up by the Women's Development Cell, rights of women, events on women's day, women entrepreneurship seminars, Environmental education and climate change awareness are undertaken by the NSS through its various activities.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

64

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

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

2754

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

institution from the following stakeholders
Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.mmk.edu.in/wp-content/uploads/2024/03/Feedback-Stakeholders.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mmk.edu.in/wp-content/uploads/2024/03/Feedback-Stakeholders.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1091

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

429

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

2.2 - Catering to Student Diversity

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

- Students are encouraged to take up Internship at various Corporates, through the Placement cell.
- Guidance and assistance are offered to students for pursuing research projects at UG/PG level and for participation in various research competitions like International Economics Convention hosted by H(S)NC Board, In-house Student Seminar, Avishkar Research Convention by University of Mumbai.
- Learning through MOOC programmes such as SWAYAM, COURSERA is encouraged.
- Students are encouraged to enroll in the various Skill development and Certificate courses offered by the college.

Measures in place for slow learners: -

- Remedial Coaching is available for slow learners
- E-content is available for slow learners.
- Peer based learning is available for slow learners

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

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

Number of Students	Number of Teachers
3210	29

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college provides a variety of learning experiences. Industrial visit for SFCs students facilitate observing and collecting data related to the subject. Students are involved in interactive learning, problem-solving exercises, group discussions, seminars, etc. The learning experience is upgraded by extensive use of ICT tools- PPTs, LCD, interactive boards by teachers, especially consequent to the COVID-19 pandemic. Learning is made student-centric through project work, seminar presentations, and assignments. Students are motivated to register on portals of e-learning like Coursera . The College Library provides internet facilities, access to texts, reference books, Educational CDs etc. Recently E- Books have been introduced in the library along with subscription to the N-LIB Database. NSS activities, DLLE and Rotract Club activities are conducted to help our students develop heightened sense of empathy toward other fellow human being and also towards environmental issues which affects our existence. The College has developed strong linkages with prestigious institutes like ICAI, IMC and BMA wherein student centric seminars and workshops are organised on continual basis. Students are actively involved in planning and organising of activities in FINECO Club, Funkiria fest and learn essential life skills.

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

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

The college has prioritized use of ICT in teaching -learning. Preparation of e-resources in various subjects in the form of PPTs, digital material, and resource links has created a repository of knowledge, which are made available to students by faculty members. Staff rooms and Collegelibrary have

networked internet connections. Campus is wi-fi enabled. Classes, seminars, guest lectures are conducted using LCD projectors in the Conference Hall and classrooms. ICT tools and resources are available like, Smart Class room, LCD, Projectors, Network system, Smart Board in Conference hall.. Faculty are enriched through training workshops on digital tools, online portals such as National Digital Library, SWAYAM, etc. and access to N-LIST consortia subscription, which facilitates teaching-learning. Use of ICT by incorporating audio-visual material makes lessons visually interesting, positively impacting both the learning outcomes of students and their attendance. E-resources such as YouTube videos, website links are made available to students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

29

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

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

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

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

316

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The management of internal examinations at our institution is meticulously planned and communicated through the Academic calendar, ensuring students are well-informed. Adhering to the guidelines set by the University of Mumbai, the process of internal assessment is comprehensive and employs a graded metric encompassing various components. Assessment is done according to a graded metric based on: 1.Two Semester end examination per programme 2.Assignments and projects The assessment methodology incorporates two semester-end examinations per program, assignments, and projects. Additionally, the evaluation takes into account factors like field visits, report writing, seminar presentations, class participation, interaction, involvement in college activities, good conduct, and the demonstration of ethics and values. Emphasizing the importance of regular attendance, the college mandates a minimum 75% attendance per semester. Internal assessment employs diverse methods, including quizzes, unit tests, open tests, assignments, vivavoce, and practical examinations. The transformative shift towards student-centric learning spaces has expanded the scope for successful curriculum transactions, enhancing the overall learning experience. Teachers actively engage as observers, offering personal feedback to students. For those facing challenges, counselling sessions and remedial lectures, often involving peer learning and evaluation, are conducted to ensure holistic student development. External assessments follow the university pattern, with semester-end examinations where answer scripts are meticulously evaluated, and feedback is provided. The college upholds transparency in addressing internal examination grievances, maintaining a dedicated Cell for the fair and impartial treatment of all students. Any grievances, including those related to examinations, are resolved within a maximum of five days upon receive of complaint.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Examination-Timetable_0001.pdf

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

The college being affiliated to the University of Mumbai, adheres to structure, syllabus and evaluation system prescribed

by the university. The subject contents and type of evaluation system to be followed are disseminated to students at the commencement of the year in orientation lectures conducted by the college additionally the academic calendar also helps the students to gain valuable insights into various activities. Semester end exams are held as per schedule given by university, the evaluation is mostly ESE (End Semester Examination), in subjects like Foundation course and Computer systems and applications projects are assigned to students to sharpen their research orientation, and weightage of marks is 25 are allocated for project evaluation and viva, this helps in CIE of students, The evaluation is done by respective course teacher and results are declared and displayed on the college notice board within stipulated time limit prescribed by University, students are free to discuss their query with concerned subject teachers.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/01/Unfair-Means-5050.pdf

2.6 - Student Performance and Learning Outcomes

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

Yes, the Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. The teachers of all subjects are fully aware of the course outcome of the offered course as it is itself given in the syllabus. The course is designed to expose the students to the basic knowledge of theory and practical knowledge and how they apply it to their real life situations. The students are also aware of the course outcome as it is mentioned in the syllabus. The respective teachers also acquaint them with it from time to time. The students are encouraged and motivated for their prospects and job opportunities of each subject

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Programme-Outcomes-POs-and-Course-OutcomesCOs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

As POs and COs have been specified in the syllabus, the teachers evaluate the above by their own simple methods. At the beginning of every session the students are evaluated on the basis of their past results and performance. After the completion of the course the outcome is estimated by internal assessment such as class tests and surprise tests. The result of the final examination also suggests how fruitfully the course has been delivered and assimilated among the students. PSOs are discussed in the classroom by the teachers. Publications of different newspapers are collected and displayed on the notice board to make the students to aware of career options related to their specific course. This helps the students as well as the teachers to assess the effectiveness of the teaching learning system.

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

2.6.3 - Pass percentage of Students during the year

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

860

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.mmk.edu.in/wp-content/uploads/2023/09/SSS-2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1,00,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Our institution continued the MMK entrepreneurship network in A.Y. 2022-23 with a number of initiatives that were taken by various departments to imbibe in them the seed of self-dependency & entrepreneurial skills. The department of Business Management held a one day workshop on Teacher to Entrepreneur -Made Ready for life. The hosts explained various opportunities available and how to strengthen the entrepreneurship environment. The department of BMS & BFM held programs on Application of Global Technical Analysis I and II. The department of BBI held a seminar on Trade Operation Program, a collaboration between Kotak Mahindra Bank and BANKEDGE which again can be developed into careers where individuals are self-employed. Thus, there are structured initiatives being taken in order to ignite various options in the minds of students to build an ecosystem of entrepreneurship when the students are preparing for their lives ahead. The database generated from

the link which has been circulated among the alumni at the time of celebration of Diamond jubilee of the college with 60 alumni felicitated for being the best in their fields of work was improved further in the year 2022-23. Networks were established further and the cause of the entrepreneurial environment was strengthened, to provide a platform for future entrepreneurs from amongst the present students.

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

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

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

18

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

09

File Description	Documents
URL to the research page on HEI website	https://www.mmk.edu.in/research/#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

There were a number of activities conducted by the college through various schemes such as NSS, Rotaract Club and DLLE for

the holistic development of the students and the society. The activities such as CPR training, training in Self-defense, finance literacy etc. were organized to create awareness about the same among students and the society.

There were few activities which were solely organized by the college and there were many more which were done in collaboration so as to create a larger impact.

Thus, the college through such activities tries to cover the various aspects which will lead to a better society.

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

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

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

02

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

32

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

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

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

1342

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

3.5 - Collaboration

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

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

08

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

08

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college strives hard to provide the best possible infrastructure for creating an effective teaching-learning process through extensive use of Information and Communication Technology (ICT). The college has two dedicated seminar halls with audio-visual facilities and is used regularly for conducting several events, seminars as well as webinars. All classrooms are enabled with projectors, screens, and audio facilities which are used regularly by the entire faculty for efficiently conducting lectures. The college has two IT labs with computers located on the ground floor and the third floor for conducting computer practicals and workshops. The college library is equipped with computers, printers, and also a reprographic facility. The college has a user-friendly library with open access. The SLIM21 library software is used to automate the entire process. For teaching, learning, and research the college has an adequate number of laptops, desktops, fixed projectors, smart boards, computers with WIFI facilities, State of art and modern IT Labs with updated and licensed software and hardware, and regular maintenance of this equipment are undertaken as per the requirement. We have a provision of a wheelchair, ramp, and lift facility for our

Divyang students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/CLASSROOMS.pdf

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

The College has adequate facilities for conducting curricular, co curricular, and extracurricular activities and these facilities are also augmented regularly. Student Activities- College conducts Cultural, Sports, Indoor & Outdoor games, Gymnasium, Seminar Halls, NSS, DLLE, Skill development, Yoga, Health, etc. Quadrangle is located within the premises and it is used for conducting small sporting and cultural events. Annual Athletic Meet and major sports events are conducted by taking the nearby grounds on a rental basis. Dr. L.H. Hiranandani Football tournament is organize every year at the famous Cooperage Ground. College terrace is used for conducting yoga activities and self defense workshops organized by WDC. BCR is equipped with Carom, Table Tennis, and Chess Board. Gymnasium also has modern equipment like an Exercise Cycle, and Treadmill. NSS has been provided a dedicated room. Camps and other activities are conducted regularly. All NSS activities are funded by College. NSS room has Medical Kit which is used during emergencies. Doctor on Call facility - Doctor visits college once a fortnight and is available on call during times of emergency. Counseling and Placement activities have been provided a separate space. The placement Coordinator and Counselor are available on the campus between 9 AM to 2 PM.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Cultural-and-Sports-Activities.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

29

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/LMS.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

64.94 lakhs

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

4.2 - Library as a Learning Resource

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

The college library has a collection of more than 52,000 books, journals, and e-resources . New books are added to the collection each year. In 2022-2023, Rs. 2,12,940/- was spent on library resources. The library is fully automated with SLIM21 library software. 3.8.0.31137 is the current version in use. It was automated in 2004 using SLIM++, and then in 2014 it was upgraded with SLIM21. There are modules for acquisition, cataloguing, circulation, and serials. The Library bought the dColl (digital collection) module in 2020 and started adding

digital resources to the OPAC. During library operating hours, users can search the collection via the Web OPAC on the college website. The internet and reprographic services are available to users. The Book Bank facility is open to students in need. The Best Reader Award was created to inspire students . A library orientation is provided to all new students. It annually organizes an internal book exhibition to raise user's knowledge of the resources. Additionally, a biannual library e-bulletin is published. The Library Committee meets twice annually to assess the overall state of the library. Users can read electronic books on the Kindle readers that are available at the library. It is a regular library practice to display books and create virtual bookshelves with videos and e- books to commemorate important events and share them with library users on WhatsApp group.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://103.250.38.69/w27

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

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

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

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

2.13 lakhs

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

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

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

123

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

WIFI-The college is equipped with the state of art IT facilities. All the floors of the college have WIFI facilities. The WIFI is provided by JIO as well as Vodafone-Idea service providers. The WIFI service is free up to a limited quantity and can be extended use can be used by paying nominal charges. Apart from that, the college has installed routers and the password has been provided to the staff members for using the same for conducting academic activities. IT LABS-The college has two fully air-conditioned IT Labs well equipped with desktops that run on the latest programming software and updated hardware. The IT Labs have been connected through fiber optic cable and also have a separate server facility. INTERNET CONNECTION-All the computers are connected with a High Speed Internet connection of 20-100 MBPS. Computers located in the Administrative, Accounts office, Official Rooms and IT Labs are upgraded to 50-100 MBPS High-Speed Internet Connection as per urgency or requirement.

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

4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

193.51 lakhs

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

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

(1) College has yearly AMC for Water coolers, ACs, Fire extinguishers, Computers, Printers, Scanners, Lift, Photocopiers, Xerox machines etc. In case of any issues the AMC contractor is contacted and it is ensured that the matter is resolved at the earliest. (2) Office software's are purchased and annually renewed. AMC with respect to all digital equipment's is in place. Uninterrupted internet is ensured. A dedicated technician is available on campus to look after the issues related to IT equipment's. (3) Request for any upgradation or purchase of new equipment is placed by the stakeholders with the registrar and further procedure is followed. (4) Indoor sports are organized in the Gymkhana. Playgrounds are rented for organizing tournaments of football and hockey (5) Computers located on campus are connected with internet and printers. (6) Floor Incharge is responsible for cleanliness and energy saving. There exists a DP switch outside every classroom to cut off electricity to the rooms. (7) The college also has a user-friendly library with open access that is well stocked with books, journals, e-resources, and newspapers. The SLIM21 library software is used to automate the process. The users can access bibliographic details of the library collection through the Online Public Access Catalogue (OPAC). Digital collection is also accessible through OPAC. New arrivals are displayed in the display box. In-house book exhibitions are held to increase user awareness of the library's resources. The library buys publications recommended by teachers and students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

Government during the year	
87	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
80	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://www.mmk.edu.in/wp-content/uploads/2023/06/Yoga-videos-23.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

496

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

496

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

331

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

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

5.2.2.1 - Number of outgoing student progression to higher education

205

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
09	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
161	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
On 19 December 2022, the Student Council and Department of Commerce Organized an event named 'Finmerce' in College	

Conference Hall. The motive of this event was to boost, enhance and test the knowledge of students in the fields of Finance, Commerce and Economics. The hosts of the event were Shruti Ruke and Mariyam Khan from the Student Council. The event started at 11.30 a.m. with Sarswati Vandana followed by Head of Commerce Department, Prof. Shreekumar Menon's insight into the importance of participation in such events. The hosts explained the event in depth, followed by rules and regulation and demo game for better understanding. The quiz event consisted of three rounds consisting of ten questions in each round pertaining to knowledge in Finance, Economics and Commerce.

The Department of M.Com has conducted an "Intercollegiate Seminar on NET/SET" along with active involvement and participation by the members of The Student Council on 29th January. The venue was Dr. L.H. Hiranandani Memorial Conference Hall at the Ground Floor in the College Campus.

The Guest speaker for the Seminar was "Ms. Kanwalpreet Kaur Puri, a Research Scholar at DTSS College of Commerce, Malad East. Being a state topper in MH-SET with 76% in 2016, she is highly experienced in guiding and mentoring students for NET/SET examination with more than 35 sessions to her credit.

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

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

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

42

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

5.4 - Alumni Engagement

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

The college has very active and vibrant alumni Association, the college alumni contribute Also, we have made an appeal to all our alumni to contribute generously towards the college development fund. On the social front tour alumni also supports the institution in providing scholarships to needy students. Our college alumni is registered and it has separate bank account for all financial transactions.

The Alumnus actively contributes to the institutional academia and student development by being a role model and inspiration to the current students. Our Alumni is also a link to students for obtaining employment opportunities in selected fields. They continuously contribute in developing the employability of students by delivering guest lectures, and as being advisors in committees, industry experts and co-operative partners in projects.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has a very transparent and effective system of governance and management . The college is managed by HSNC board , which is a premier body that has evolved and started its own cluster university in Mumbai ,the HSNC University , thus the board has been an innovator and developer in field of providing quality education in suburbs of Mumbai, .Our college has been set up to provide affordable and good quality education to the masses, the vision and mission statement is reflective of this commitment.Many new educational initiatives have been undertaken in the current academic year to further these goals e.g application to start Bachelors course in IT, Masters in Media etc.

Vision

Premier institution of learning, providing Undergraduate and Postgraduate Education in Commerce and Economics, Specializing in Accountancy, Management and International Business

Mission

Kindle intellectual curiosity among students and motivating them to attain academic excellence.

Motivate faculty towards continuous upgradation of knowledge and delivery of teaching.

Empower faculty to be 'change-makers' in their responsibility towards students.

Foster Indian values through culture, care, compassion, creativity and collaboration through our portals.

Espouse vigorous research-orientation in faculty and students.

Develop 'esprit de corps' in alumni

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/vision-mission/
Upload any additional information	View File

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

The College administration is effective and efficient in management of the institution , the Principal of the College is assisted by Vice-Principals , teaching and non-teaching staff members who ensure that activities are directed towards achieving vision and mission. The Secretary, Chairman and Trustees of the Board, the College Development Committee and the Principal of the institution are policy makers and they plan the future course of action for the institution. These plans are effectively disseminated and implemented by the faculty in charge of various activities and heads of the departments

The students are provided an opportunity to take part in the college decision making process through the College Development Committee. The staff also take part in improving the institutional efficacy by focussing on quality teaching and forward looking academic activities.

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2023/05/Organogram-2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are developed by the institution to achieve the

objectives set in the vision and mission, perspective plans are discussed in College Development Committee meetings and due care is taken to ensure all activities of various departments are integrated to achieve common goals

The college has following goals for the impending academic year:

- 1) To increase the seat intake of PhD students in Commerce (Accountancy)
- 2) To increase the seat intake of PhD students in Commerce (Business Policy and Administration).
3. To start a PhD research center in Subject of Business Economics.
4. To encourage more faculty to register for PhD Guideship
5. To create infrastructural improvements in the college premises to facilitate teaching and learning
- 6) To encourage faculty to publish and present research papers in seminars and conferences Journals.
- 7) Training non teaching staff in Operational softwares
- 8) Organizing expert lectures for career guidance and development of students' personality.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Upload any additional information	View File

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

The head of the the institution is the chief executive officer and he has to plan out the course of the institutions academic

endeavors with assistance from the teaching and non teaching staff. The administration of the college is smoothly conducted by Principal with assistance from Vice-Principal (Administration). For conducting academic programmes like Faculty Development Courses, Examination, research activities there is Vice Principal (Academics). From student perspective the organization of lectures, and seminars by experts is executed by Vice-Principal (Student Support). There is balance in planning and execution of various programmes. The college has also various committees that help in smooth conduct and implementation of various activities planned for the academic session

File Description	Documents
Paste link for additional information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Link to Organogram of the institution webpage	https://www.mmk.edu.in/wp-content/uploads/2024/02/Organizational-Structure.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above
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File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies
6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

List of welfare measures for teaching and non teaching.

Group insurance

Provision for different types of leaves

Fees installment for wards of staff

Provident Fund

Loan facility through institutional cooperative bank or recommendation for loan of other Banks

Health Center

Tie up with nearby hospital for medical emergencies

Regular health check-up camps

Staff mess with drinking water facility

College Uniform to non teaching staff

Accommodation facilities,, Felicitation on Achievement

Canteen facility with discount for teaching - non teaching, , R.O drinking water facilities, Mediclaim facility / recommendation

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

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

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

26

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

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

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

20

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

12

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File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Institutions Performance Appraisal System

An efficient performance appraisal system is beneficial to organization in achieving its vision and mission, it makes the staff proactive towards developing their skills for focused improvements in their teaching techniques and become contributor to academic growth and development of the student , even the career ambitions of the staff are fulfilled by enhancing the capabilities , the faculty follows the PBAS format provided by the University for effective evaluation The teachers of college have to prepare yearly performance appraisal report in the PBAS format, the system ensure teachers have an idea about the yearly performance indicators and areas of improvement, this system helps them to prepare for their Career Advancement Scheme, the non-teaching staff are periodically assessed for their performance in terms of punctuality, regularity and work performance they are encouraged to improve their working skills by felicitating their career advancements, the registrar of the college and Administration Vice principal ensures there is regular work feedback of every non-teaching employee of the college and their areas of weakness are identified for further improvements.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1xo5gci7kqAgEVul59tQzUYnX9Ax8wKoJ/view?usp=drive_link
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution has excellent mechanism to carry regular audit of its financial transaction.this has ensured that the financial records are updated an audited on a regular basis.Internal audit is carried out by auditor appointed by the management, a transactions,bis and vouchers are through scrutinized and verified for any discrepancies and same is brought to notice of college Principal. The external audit is carried out by an auditor appointed as per the state government rules,the document is signed by the auditor and management for reference and record.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/16nqdIztxGq5waasiYbuo0FHhBuUuLTkF/view?usp=drive_link
Upload any additional information	View File

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

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

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

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

The institution is a grant in aid institution by the Government of Maharashtra and funds for staff salaries are disbursed by government. The college does not collect any form of funds from stakeholders. Students who have passed out of the institution are always encouraged to donate voluntarily to their alma mater. We aim to tap the Alumni to contribute to development funds of our college. The funds of the institution are managed by a system of check and balance by experienced accounting staff under supervision of the Principal. All fund expenditures are authorized by the College Management.

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

6.5 - Internal Quality Assurance System

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

The role of IQAC cell has been that of a changemaker in positive quality practices. It has ensured every faculty member has got adequate exposure to new trends in teaching and has encouraged faculty to contribute to academic excellence by training them for digital medium. The faculty has got training on use and application of online attendance marking students and it has even helped them to organize and schedule their

lectures. The faculty have been encouraged to take up PhD guideship and enroll students for the research centre . The topics for the same are discussed in the meeting, where the students are encouraged to discuss the topics with their guide.The IQAC meets regularly to plan and organize teaching, research and other quality focused activities in the College. The IQAC was also instrumental in starting with IT-Certification course for students of the college, the course duration was of 36hrs and it was conducted in month of April-May 2023.

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

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

The IQAC of the college has been in the forefront of all quality enhancement initiativesundertaken in the institution, it has promoted a quality work culture amongst the staff, different process has been developed and implemented by the IQAC like:

1. Improvement in the quality of teaching and learning by ensuring training of the teachingstaff .
2. Encouraging the research orientation by motivating teaching staff to publish researcharticles .
3. Conducting quality programmes like seminars, conferences, FDP etc.
4. Preparing AQAR reports on a yearly basis and sending them to NAAC.
5. Student feedback is collected on regular basis for focusing on areas of improvement .
6. Encouraging the teaching staff to adopt more ICT tools in the teaching -learning process.

7. Setting up PhD research Centre in area of Accountancy to ensure students gets opportunity to pursue a research Career.

8. Encouraging students to enroll and participate in Industrial visits for practical knowledge of the curriculum.

9. Arranging for Placement for final year students to enable them to gain much needed internship experience.

Other than the above initiatives the IQAC ensures there is outcome based education in all programmes run by the institution, there is focus on improvement of the students knowledge quotient rather than only the grades, a holistic approach ensures students acquire the skills set needed to be successful in their career

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. The Women and Gender Development Cell (WGDC) of Smt. M.M.K. College has been actively involved in sensitizing staff members and students about various issues related with gender discrimination and creating awareness through conducting meaningful programmes such as women empowerment talks, seminars, conferences and trainings.

2. Safety and Security: - The college has a dedicated security staff. Women and Gender Development Cell takes care of safety and security of girl students in general and women staff in particular in the college. The College had dedicated lady peons and lady security staff to take care of the female students in the college.

3. Counseling Psychologist: - The College has a dedicated Counseling Psychologist, who addresses the educational and psychological problems of all students in general and girls students in particular.

4. Ladies Common rooms: - The College has a dedicated ladies common room on 3rd floor which has tables, water filter, wash room, treadmill, weight lifting machine and women peon facilities where girls can relax for a while.

5. The college also promotes government scholarships to eligible students irrespective of their gender for their educational empowerment.

File Description	Documents
Annual gender sensitization action plan	https://www.mmk.edu.in/wp-content/uploads/2024/02/Gender-Sensitization-Policy_0001.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mmk.edu.in/wp-content/uploads/2024/02/Facilities-for-WGDC_0001.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <ol style="list-style-type: none"> 1. Solid waste is collected by service staff from the college premises on a daily basis and handed over to Solid Waste management Department Personnel of H WEST ward of Municipal Corporation of Greater Mumbai. Dustbins are kept in each classroom and office. 2. Liquid Waste has been discharged in the Common MCGM sewage line and further it is handled by MCGM. 3. College has a unique initiative of using other used papers for printing purposes in order to save papers and ultimately saving trees and protecting nature.
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4. Dedicated E-waste dustbin is kept by the college. E waste collection drive was conducted on 25th to 28th February, 2023. More than 100 kg E-waste was collected.
5. Beach Clean Drive was organized on 17th September , 2022 at Carter Road of Bandra Suburb of Mumbai. Drive started by cleaning the entire stretch of Carter Road Beach.
6. Under Swatchh Bharat Abhiyan, we organized a beach cleaning drive at Mahim Beach, Mumbai on 18th January 2023.

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

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

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

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

Inclusion and Situatedness: Being a Sindhi Linguistic Minority Institution, our philosophy is "Vasudhaiv Kutumbakam" (The world is one family). As an Institution, we promote and celebrate Unity in Diversity which is core to Indian Democracy. We cater to students from different background irrespective of caste, creed, region, religion, language and gender. Our institute takes efforts in organizing various activities throughout the year which promotes tolerance, harmony, regional, linguistic and communal diversity through our National Service Scheme Unit, Department of Lifelong Learning and Extension Cell, Cultural Committee and Sindhi Department.

Being Sindhi Minority Institute the 50% seats are reserved for Sindhi Students.

SC, ST, Differently abled, backward communities, minority communities students are also admitted in the college without any bias and prejudices.

As per government directives seats are reserved for Sports quota

Scholarships and free ships are instituted for the deserving students by the college management.

Our college celebrates and organize Marathi Bhasha Diwas, Sidhiyat Jo Melo, Sindhi Bhasha Diwas, Yoga Day, Gandhi Jayanti, Constitution Day, Meatless Day, Ganpati Festival, All

Religion Prayers and other social programmes throughout the year. We have zero tolerance policy against racism, linguistic, religion and cultural bias. Our Institute is free from hate and promotes love which includes all citizens of this country.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Democratic values inculcated among students and staff : 1. Democratic Representation of staff, students and other stakeholders in College Council College Development Committee, IQAC and other statutory and non-statutory bodies. 2. Parliamentary mode of election in forming Students' council 3. Non-partial distribution of duties and responsibilities among staff and students 4. Incorporation of diverse ideologies from all stakeholders 5. Faculty and Staff participation in the conduct of elections 6. Frequent COVID-19 Vaccination Drive for all.

Transparent, Accountable and Impartial Administrative, Academic and Non-Academic Activities: 1. Admissions are conducted through government and university directives where students from diverse backgrounds to pursue higher education and importantly we do not take any capitation fees. 2. Administration in institution is smooth and effective which facilitates timely execution of work. 3. In Academics, Environmental Studies, Fundamental Rights and Duties, Human Rights are integral part of the curriculum.

The major environmental initiatives examples: 1. Energy, Green and Environment Audits 2. Nature Club 3. Environmental Sensitization talks 4. E-Waste Collection Drive 5. Reuse of other side of used papers 6. LED lamps installations 7. Beach Cleaning Drive 8. Lectures on Water Conservation. 9. Lockdown Awareness Videos and seminars

Constitutional and Human Rights awareness activities: 1. Observance of human rights day, Constitution Day, Blood

Donation Drive, AIDS Day, Voters Registration Drive etc. 2. Awareness videos 3. Webinars 4. Observation of days of national and international importance.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1uFizyLKvIUlJr8sd17Qz9tm-ulNcP_08/view?usp=drive_link
Any other relevant information	https://drive.google.com/file/d/1uFizyLKvIUlJr8sd17Qz9tm-ulNcP_08/view?usp=drive_link

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

By promoting unity and diversity among students by celebrating national and international events.

1. Blood Donation Drive- Promote community outreach and societal consciousness
2. Vegan Outreach Webinar- Compassion towards animals and promotevegan food.
3. Independence Day- Remember our national duty, promote nationalism, patriotism among youth.
4. N.S.S. Day - NOT ME BUT YOU, society before self.
5. CPR Training- Learn CPR Skills, Save Precious Lives.
6. Bhajan Sandhya- Remembering Father of Nation on Gandhi Jayanti
7. Vaccination Drive- Saving Precious Lives during pandemic.
8. Mental Health Awareness Seminar- Keep Calm and Study Well.
9. Voter's Registration Drive- Every vote counts
10. Meatless Day- Compassion for animals.
11. Clean India Drive- Swacch Bharat, Samruddh Bharat
12. Constitution Day- Justice, Liberty, Equality and Fraternity among people of India
13. AIDS Week- Accept everyone, hate none.
14. Human Rights Day- Every human deserves dignified life.
15. Matdar Diwas - Pledge Awareness- Vote Wisely.
16. National Girl Child Day- Girl Child Matters
17. Republic Day- We the citizens of India.
18. National Youth Festival- Youth is Future.
19. Blood Donation Drive (Andheri Station)- Donate Blood, Save lives
20. World Cancer Day- Fighters can beat cancer.

21. Chhatrapati Shivaji Maharaj Jayanti- The Great Warrior

22. Marathi Bhasha Diwas- Maay Marathi

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1.Foster Indian values through culture, care, compassion, creativity and collaboration through our portals.

To inculcate Indian values among students through our culture with the thrust on Unity in Diversity.

Due to the cosmopolitan nature of the city, it is imperative to maintain tolerance and harmony in society.

The Practice: The college celebrates commemorative days, which focus on inculcating values of unity, compassion and tolerance.

We organized manyprogrammes on the occasion of Azadi ka Amrit Mahotsav Celebrations.

Due to the pandemic, students were confined to their homes, many of them lost their family members and had to strugglefor their livelihood. Consequently, they found it challenging to adapt to the value system prevailing in the Indian society.

2.Promotion of Sports

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.

West Zone Inter University Table Tennis Tournament ,Chess tournament, football tournament and Khel Mahotsav were organised

Several medals have been won at the National level .

Due to space constraint the college has been sharing the Multipurpose Basket Ball Court and Badminton Court with National College, our sister institution.

File Description	Documents
Best practices in the Institutional website	https://www.mmk.edu.in/#
Any other relevant information	https://www.mmk.edu.in/#

7.3 - Institutional Distinctiveness

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

Our college is a Premier institution of learning, providing Undergraduate and Postgraduate Education in Commerce and Economics, specializing in Accountancy, Management and International Business. The mission of the college is to kindle intellectual curiosity among students and motivating them to attain academic excellence. At the same time college is also empowering students in extra-curricular activity. NSS unit of MMK College takes the lead in terms of extension activities such as:

- Blood Donation Drive,
- Constitution Day,
- Gandhi Jayanti,
- Ekta Diwas,
- Tree Plantation,
- Traffic Awareness,
- Swach Bharat Pakhwara, conducted by unit every year.

The College has adopted Safale village in Palghar districts in under NSS for grass root awareness on rural life, health and hygiene, education, financial literacy. These programmes makes student self-reliant, and responsible citizen of the country.

Along with NSS, Department of Life-long Learning and Extension,

Cultural Committee, WGDC Cell, EVS Department, Literary and Debating Society, FINECO Club, BAMMC Department, Nature Club and ROTARACT Club conducts several awareness and outreach programmes through their portal.

The College provides a platform through various extension activities and helps students to develop their overall personality which enhances their employability skills. Many students secured jobs in the past on the basis of their participation in extension activities.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- 1.To apply for NAAC and work on the proposal and other modalities in the next academic year.
- 2.To improve on teaching-learning and research further.
3. To be ready for the implementation of NEP 2020.
4. The college aims to continue schemes like TEL(ICAI) by which students earn while they learn.
5. To provide better health and hygiene facilities, further improve the canteen facilities.
6. To invite more companies for campus interview for campus placements.
7. To improve on our best practices like E- waste management further in the next academic year.
8. Efforts are on to enable more social media coverage for the various activities of the college.
9. To make students self reliant and independent by providing training in NET/SET for M. Com students and CA/ACCA for aspirants in Accountancy.
10. To further promote online Sindhi Language Course in

collaboration with National Council for Promotion of Sindhi Language.

11. Continuous improvement on mentoring students including remedial coaching for weak learners.