



## YEARLY STATUS REPORT - 2021-2022

| <b>Part A</b>  |  |
|--|--|
| <b>Data of the Institution</b>                       |  |
| <b>1.Name of the Institution</b>                     | NCRD's Sterling College of Arts, Commerce & Science, Nerul |
| • Name of the Head of the institution                | Dr. M. G. Gonda  |
| • Designation  | Principal  |
| • Does the institution function from its own campus? | No   |
| • Phone no./Alternate phone no.                      | 02227705535  |
| • Mobile no  | 9960471347   |
| • Registered e-mail                                  | senior_commerce@yahoo.co.in                                |
| • Alternate e-mail                                   | senior_commerce@yahoo.co.in                                |
| • Address  | Sector 19, Plot No. 93,                                    |
| • City/Town  | Nerul-East   |
| • State/UT   | Maharashtra  |
| • Pin Code   | 400706   |
| <b>2.Institutional status</b>                        |  |
| • Affiliated /Constituent                            | Affiliated   |
| • Type of Institution                                | Co-education   |
| • Location   | Urban  |
|  |  |

|  |   |                |                             |                   |                   |
|--|---|----------------|-----------------------------|-------------------|-------------------|
| • Financial Status   | <b>Self-financing</b>   |                |                             |                   |                   |
| • Name of the Affiliating University   | <b>University of Mumbai</b>   |                |                             |                   |                   |
| • Name of the IQAC Coordinator   | <b>Dr. Sumathi Gopal</b>  |                |                             |                   |                   |
| • Phone No.  | <b>02227705535</b>  |                |                             |                   |                   |
| • Alternate phone No.  | <b>02227705535</b>  |                |                             |                   |                   |
| • Mobile   | <b>9892622912</b>   |                |                             |                   |                   |
| • IQAC e-mail address  | <b>senior_commerce@yahoo.co.in</b>  |                |                             |                   |                   |
| • Alternate Email address  | <b>adv.sumathigopal@gmail.com</b>   |                |                             |                   |                   |
| <b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>   | <a href="https://sterlingcollegeofcommerce.com/files/pdf/naac-iqac/AOAR-2020-21.pdf">https://sterlingcollegeofcommerce.com/files/pdf/naac-iqac/AOAR-2020-21.pdf</a> |                |                             |                   |                   |
| <b>4.Whether Academic Calendar prepared during the year?</b>   | <b>Yes</b>  |                |                             |                   |                   |
| • if yes, whether it is uploaded in the Institutional website Web link:  |   |                |                             |                   |                   |
| <b>5.Accreditation Details</b>   |   |                |                             |                   |                   |
| Cycle  | Grade   | CGPA           | Year of Accreditation       | Validity from     | Validity to       |
| <b>Cycle 1</b>   | <b>C</b>  | <b>1.89</b>    | <b>2015</b>                 | <b>14/09/2015</b> | <b>13/09/2020</b> |
| <b>6.Date of Establishment of IQAC</b>   |   |                | <b>30/06/2015</b>           |                   |                   |
| <b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b> |   |                |                             |                   |                   |
| Institutional/Department /Faculty  | Scheme  | Funding Agency | Year of award with duration | Amount            |                   |
| <b>Nil</b>   | <b>Nil</b>  | <b>Nil</b>     | <b>Nil</b>                  | <b>Nil</b>        |                   |
| <b>8.Whether composition of IQAC as per latest NAAC guidelines</b>   |   |                | <b>Yes</b>                  |                   |                   |
| • Upload latest notification of formation of IQAC  |   |                | <a href="#">View File</a>   |                   |                   |

|   |                  |  |
|---|------------------|--|
| <b>9.No. of IQAC meetings held during the year</b>  | <b>4</b>         |  |
| <ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>      | <b>Yes</b>       |  |
| <ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>  | No File Uploaded |  |
| <b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | <b>No</b>        |  |
| <ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>  |                  |  |
| <b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |                  |  |
| Certificate courses to improve employability skills of learners   |                  |  |
| Given support to learners to organize intercollegiate events  |                  |  |
| Learners (few) of PG program given opportunity to conduct remedial coaching to UG course  |                  |  |
| Motivated and trained learners to participate in conference   |                  |  |
| Learners and few teachers motivated to participate in intercollegiate research competition  |                  |  |
| <b>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</b> |                  |  |
|   |                  |  |

| Plan of Action   | Achievements/Outcomes  |
|--|--|
| Screening test for FY classes for mapping academic standard                          | 180 learners out of 250 attended screening test  |
| Conduction of remedial coaching for academically weak learners                       | conducted remedial coaching for the learners who scored less than 50% marks in screening test (40 learners joined class)               |
| Planned three internal test in first term (university guidelines one test)           | Conducted three tests, many learners responded for only one test, university guidelines says one test is mandatory                     |
| Decided internal test mandatory for B. Com program ( no internal test by university) | Many learners attended but approach was casual because marks of internal test were not considered for final result                     |
| Give opportunity to learners to organize events by them                              | Learners organized two events under the guidance of teachers, YSFF & FORZA, intercollegiate events                                     |
| Additional coaching for failures in certain courses (Mathematics)                    | Conducted additional coaching by the learners of PG program for UG class   |
| Motivate learners & teachers for research work                                       | Participated in intercollegiate research competition, Avishkar 2020 (5 learners & 3 teachers) 15 learners and 8 teachers in conference |

|   |            |
|---|------------|
| <b>13. Whether the AQAR was placed before statutory body?</b> | <b>Yes</b> |
|---|------------|

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| Nil  | Nil                |

**14. Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|------|--------------------|
| Nil  | Nil                |

**15.Multidisciplinary / interdisciplinary**

Management of the institute is planning to develop the infrastructural facilities so as to accommodate multidisciplinary & Interdisciplinary programmes when the state universities accept and implement NEP. Training and orientation programmes on NEP for teaching & non-teaching staff will be organised to make them ready for multidisciplinary & Interdisciplinary programmes.

**16.Academic bank of credits (ABC):**

The Institute will develop the IT infrastructure and software facilities required for adopting Academic Bank of Credit(ABC) facility for the students, When guidelines in this regard will be received from the competent authority like affiliating university.

**17.Skill development:**

The institute has already been conducting certain programmes on skill development like Tally & GST, Digital Marketing in association with private institutes. Vocational programmes on skill development will be made part of the curriculum of regular degree program.

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

Some of the present courses like foundation course, Environmental studies are related with some social aspects of Indian society and these courses are integrated with the curriculum. However, the institute will make collaborations with some specialised institutes like Yoga centres, to teach Indian culture. Training sessions for staff will be scheduled at specialised training centres to train the teachers to integrate Indian Knowledge with the academic curriculum.

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

Focus on Outcome-based Education (OBE): The institute has transformed the existing curriculum on OBE platform as per the NAAC guidelines. The PEOs, POs and Course Outcomes are designed for all courses/programs being taught in the Institute. The institute has developed the teaching plan as per the OBE requirements. The CO/PO attainments are calculated as per the requirements on OBE philosophy.

**20.Distance education/online education:**

The Covid-19 Pandemic and series of lockdowns have made the institute to switch to online education and online examination. The institute will create more sophisticated IT facilities for online education and will undertake training programs for teachers to develop good curriculum for online education, once clear guidelines are received from the affiliating university.

## Extended Profile

### 1.Programme

|   |            |
|---|------------|
| 1.1<br>Number of courses offered by the institution across all programs during the year | <b>152</b> |
|---|------------|

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2.Student

|   |             |
|---|-------------|
| 2.1<br>Number of students during the year | <b>1287</b> |
|---|-------------|

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

|   |            |
|---|------------|
| 2.2<br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | <b>297</b> |
|---|------------|

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|  |            |
|--|------------|
| 2.3<br>Number of outgoing/ final year students during the year | <b>383</b> |
|--|------------|

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 3.Academic

|  |    |
|--|----|
| 3.1  | 21 |
| Number of full time teachers during the year |    |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|  |    |
|--|----|
| 3.2  | 24 |
| Number of sanctioned posts during the year |    |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

#### 4.Institution

|  |    |
|--|----|
| 4.1  | 18 |
| Total number of Classrooms and Seminar halls |    |

|   |      |
|---|------|
| 4.2   | 28.6 |
| Total expenditure excluding salary during the year (INR in lakhs) |      |

|   |    |
|---|----|
| 4.3   | 35 |
| 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 University periodically reframes the curriculum in accordance with the UGC norms. The University implemented the Choice Based Credit System (CBCS), with effect from 2016-17 prior to which Credit Based Semester and Grading System (CBSGS) was followed. Program coordinators along with IQAC committee ensure that the syllabus must be completed as per teaching plan and sufficient time is given to students for their preparation of examination. While implementing the curriculum the College has considered the needs of the students. teachers provide a host of additional resources like moot court for Business Law course, asking the students to demonstrate through role play and skit on social issues like anti-drug for the courses

like foundation course, while taking students beyond the curriculum. The teachers plan and design 10 to 20 percent of additional content beyond the curriculum for each subject so as to expose students to latest needs of the employment mark.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://sterlingcollegeofcommerce.com/naac-igac.html">https://sterlingcollegeofcommerce.com/naac-igac.html</a> |

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

The institution adheres to academic calendar provided by the affiliating University for Conduction of continuous internal evaluation system. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. 2.The affiliating university specifies the dates of term end examination. Tentative dates for viva-voce of project are also conveyed by the university. 3.The time tables for curriculum implementation are prepared by the institution and implemented accordingly. The teachers prepare teaching plans according to the academic calendar of the institution and guidelines of the University. 4.The schedule of external (term end) examination is fixed by the University and the same is displayed on notice board for students. In case of any change in the University schedule, some changes are made in internal evaluation as well. These changes are communicated to the students well in advance. The Institution adhere to the academic calendar for continuous internal evaluation (CIE) of the students

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://sterlingcollegeofcommerce.com/naac-igac.html">https://sterlingcollegeofcommerce.com/naac-igac.html</a> |

**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**

**B. Any 3 of the above**



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

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## 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**

04

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

**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)**

03

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded          |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

66

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

### 1.3 - Curriculum Enrichment

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

**Gender Equality:** Gender equality and equal opportunity for women are necessary for balanced development of the society. The institution has been taking initiative to conduct certain activities on the theme of gender equity. Women development cell and Anti ragging cell are active in this regard. Women development cell has been organizing seminars and workshops for the students and staff. They include teaching about personal hygiene, gender equality self-grooming, personality development, self defense Environmental Awareness: Environmental awareness is inculcated among the students through various activities. NSS volunteers along with the students of other college participate in tree plantation and cleanliness programs. Students organize and participate in processions like swacch Bharat Abhiyan. Institution organizes various activities like tree plantation, public awareness during festival season with the help of students. E.g., making ecofriendly Ganesh idol etc. Moral and ethical values: Moral and ethical values are integral part of education of the students. Our teachers put their best efforts to groom students and make them responsible citizen through celebrating days of Nation importance like Independence Day, Republic day, Gandhi Jayanti, Teacher`s day, Voters Awareness Day, International Yoga Day, Matrubhasa Divas, World Environment Day, Youth D

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

10

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

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

670

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 1.4 - Feedback System

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

**B. Any 3 of the above**

| <b>Teachers Employers Alumni</b>   |   |
|--|---|
| File Description   | Documents   |
| URL for stakeholder feedback report  | Nil   |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management  | <a href="#">View File</a>   |
| Any additional information   | No File Uploaded  |
| <b>1.4.2 - Feedback process of the Institution may be classified as follows</b>  | <b>A. Feedback collected, analyzed and action taken and feedback available on website</b> |
| File Description   | Documents   |
| Upload any additional information  | <a href="#">View File</a>   |
| URL for feedback report  | Nil   |
| <b>TEACHING-LEARNING AND EVALUATION</b>  |   |
| <b>2.1 - Student Enrollment and Profile</b>  |   |
| <b>2.1.1 - Enrolment Number Number of students admitted during the year</b>  |   |
| <b>2.1.1.1 - Number of students admitted during the year</b>   |   |
| 533  |   |
| File Description   | Documents   |
| Any additional information   | <a href="#">View File</a>   |
| Institutional data in prescribed format  | <a href="#">View File</a>   |
| <b>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)</b> |   |
| <b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>   |   |
| 172  |   |

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

## 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

**Step 1: Screening test:** 1.A screening test is conducted for all the students of B.Com program at entry-level (admission) immediately after admissions are over. The basic purpose of the screening test is to assess and identify the learners who require additional coaching to bring academic improvement to them. 2.The Screening Test is made mandatory to the students B. Com program and the students of BMS and B. Com (accounting & Finance) who scored less than 60% marks in the higher secondary examination. The test is of 50 marks consisting of subjects like English, accounts, mathematics, and commerce. 3.The students who score less than 20 marks (40%) are considered slow learners and remedial coaching classes are arranged.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1335               | 22                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

## 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

**Learning through Extra-Curricular Activities:** The Students participate in various extra-curricular activities organized by the college like Cultural, Sports, research and NSS Activities. Like New

Year celebrations with cultural programs, Teacher's Day, Farewell Party for final year students, etc. The students are encouraged to participate in Inter-Collegiate Cultural and Sports Competitions.

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| 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

In this rapidly changing world and expanding technology, educators must learn new techniques to improve teaching and learning processes. To facilitate better teaching and learning, the College has introduced the use of technologies and learning techniques. Thus our teachers are trained to utilize ICT enabled tools. The elearning environment is created in the classrooms with the help of LCD projectors, audio-video facilities, and various ICT tools. In addition to chalk and talk methods of teaching, the faculty members are using IT-enabled teaching tools to make the teaching learning process more effective.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

**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**

10

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | No File Uploaded          |
| Circulars pertaining to assigning mentors to mentees               | No File Uploaded          |
| Mentor/mentee ratio  | <a href="#">View File</a> |

## 2.4 - Teacher Profile and Quality

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

22

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | No File Uploaded          |
| List of the faculty members authenticated by the Head of HEI     | No File Uploaded          |

### 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

5

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | <a href="#">View File</a> |

### 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

125

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 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.

Evaluation of learners is an integral part of teaching-learning process. The institution with regular interactions of IQAC, program coordinators and examination committee plans and works out for reforms in evaluation system. A various methods of internal assessments are conducted by the institution to assess student performance. The college takes extra effort for slow and advanced learners where they are assessed by different methods.

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

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

IQAC consistently works on student-centric initiatives. It interacts with the exam committee and the students. The Academic Calendar is displayed on the college notice board and the college website for all stakeholders. In the induction program, the principal briefs about the examination-evaluation system. The institution conducts tutorials, home assignments, tests, presentations, group discussions, etc. to assess the performance of learners. The exam committee plans and conducts internal exams for the institution. However, home assignments, project work, presentations, etc. are planned and conducted by the teachers of concerned subjects as per the convenience of learners.



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

## 2.6 - Student Performance and Learning Outcomes

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

We have adopted outcome-based learning as per NAAC guidelines and have devised course outcomes and program outcomes. A faculty development program was organized to train the faculties in OBE methodology under which all faculties have devised their respective subjects CO and the criteria coordinators along with the department members have devised their respective program outcomes. All the POs and COs have been displayed on the college website. The Programme Outcomes and a few sample Course Outcomes have been listed here.

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

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

The college evaluates the attainment of POs and COs by conventional as well as non-conventional means. In the conventional or the direct system, the results of the university examinations are analyzed coursewise by the departments and then reported to vice principals and the principal. In addition, departments also try to assess them by some other means of their own though they may not be measurable as in the conventional or direct method. Attainment of program outcomes, program specific outcomes and course outcomes are duly evaluated by the institution.

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

### 2.6.3 - Pass percentage of Students during the year

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

418

| File Description   | Documents                 |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a> |
| Upload any additional information  | No File Uploaded          |
| Paste link for the annual report   | Nil                       |

### 2.7 - Student Satisfaction Survey

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

<https://sterlingcollegeofcommerce.com/aqar.html>

### 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)

0.25

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded          |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

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

#### 3.1.2.1 - Number of teachers recognized as research guides

1

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | No File Uploaded          |
| Institutional data in prescribed format | <a href="#">View File</a> |

### 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

1

| File Description  | Documents                 |
|---|---------------------------|
| List of research projects and funding details (Data Template) | <a href="#">View File</a> |
| Any additional information                                    | No File Uploaded          |
| Supporting document from Funding Agency                       | No File Uploaded          |
| Paste link to funding agency website                          | Nil                       |

### 3.2 - Innovation Ecosystem

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

Investing in scientific research and innovation are important ways to facilitate sustainable development. The Institution has created

an ecosystem for innovation and transfer of knowledge through the activities of various committees/cells and departments. The college has established an Incubation Centre, Entrepreneurship Development Cell and R&D committee comprising of faculty members and students. The purpose is to mentor students to develop their innovative skills

| File Description                      | Documents        |
|---------------------------------------|------------------|
| Upload any additional information     | No File Uploaded |
| 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

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | No File Uploaded          |
| Any additional information                                     | No File Uploaded          |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 3.3 - Research Publications and Awards

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

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

0

| File Description   | Documents                 |
|--|---------------------------|
| URL to the research page on HEI website  | Nil                       |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

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

**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**

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

**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

To create social awareness about the community, number of activities are run under different departments like Women development cell, NSS and Cultural committee. These committee members counsel the students to participate in social issues related activities. The institution is committed towards development with quality education at the centre of every endeavour with an objective to make students aware about social issues and contributing to serving the community not the individuals. The student led extension activities at the institution are aimed at holistic development through serving the society. There is an active guidance and participation from faculties of all departments and various committees such as NSS, WDC etc. to make this a success. As a result, we have built strong relationships with the neighbourhood community, organisations, academic institutions, local administration, and non-profit

**organizations .**

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

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

2

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | No File Uploaded          |

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

**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

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 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

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

#### 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

4

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

## 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 institution is committed to provide and upgrade the basic and essential infrastructural facilities as per the norms of UGC and Mumbai University for imparting Quality education. Classroom: The institution has 18 classrooms and a computer lab for teaching and learning activities. All the classrooms are provided with proper seating arrangement and are equipped with teaching aids like White Board, LCD Projector and Desktop. The classrooms are designed with large size windows for better and efficient access to natural light and air for ventilation and are also provided with airconditioners, fans and tube lights. Other facilities for classroom use (available on request and advance booking) are the portable projectors, collar microphone, laptop, speakers and camera.

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

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

The institute has adequate facilities for cultural activities, sports (Indoor and Outdoor games). Gymnasium, yoga etc. as under: For Cultural activities: The institute has an Auditorium with a seating capacity of 400 audiences on seventh floor of the premises. This auditorium is used for various activities including cultural activities. It is equipped with necessary facilities like stage,



proper lighting, changing room etc. Intercollegiate Cultural competitions like short film festival, FORZA are conducted each year. Annual degree distribution program is held each in the auditorium. The cultural events of annual social gathering are practiced in it and annual social gathering is organized on the ground. However, the events like annual traditional day, rose day and celebration of days like teachers day, women's day etc. are organized in the auditorium.

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

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

17

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Paste link for additional information   | Nil                       |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a> |

#### 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)

28.26

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Upload audited utilization statements   | No File Uploaded          |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

## 4.2 - Library as a Learning Resource

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

Library is partially automated with 'Libreria Software' Version 2.0.3715:28728, Developed and Powered by MKCL's (Maharashtra Knowledge Corporation Ltd.). MKCL, a public related company, was promoted by the department of Higher and Technical Education, Government of Maharashtra in the year 2001. It has various softwares and end to end training Program. Our Library has MKCL's Libreria Software It is integrated with all Modules and has a multi-user accessibility. It is extensively used for generating various reports.

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

### 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

B. Any 3 of the above

| File Description  | Documents        |
|---|------------------|
| Upload any additional information   | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

### 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)**

| File Description   | Documents        |
|--|------------------|
| Any additional information   | No File Uploaded |
| Audited statements of accounts   | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | No File Uploaded |

**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**

22

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

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institute has regularly upgraded its IT facilities as per the needs and requirements in the last five years. The Institute has updated its IT facilities with increased number of computers, internet connection, bandwidth, laptops, LCD projectors, Xerox machines, scanners, printers, licensed software, server online admission process, , UPS batteries, windows operating system, college website, etc. All facilities including hardware, software, internet, network and website have been updated through processes of purchase and maintenance. The college has recently upgraded the internet connection bandwidth to 100 MBPS.

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

**4.3.2 - Number of Computers**

40

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

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

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

**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)**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Audited statements of accounts  | No File Uploaded          |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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

The institute has well defined guidelines and procedure for repairing and maintenance. All the physical, academic and support facilities are augmented and maintained through various college committees such as College Development Committee (CDC), IQAC, Library committee. Policy regarding Utilization and Maintenance of Infrastructure The institute has established a system and procedure for maintaining and utilization of physical, academic and support facilities. For maintenance of physical and other facilities, a systematic policy is adopted through making budgetary provision and subject to approval of College Development Committee (CDC) of the institute Scope of the policy:

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

| File Description  | Documents                 |
|---|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship  | No File Uploaded          |
| Upload any additional information   | No File Uploaded          |
| Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

**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**

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | No File Uploaded          |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

**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**

**B. 3 of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Link to Institutional website   | Nil                       |
| Any additional information  | No File Uploaded          |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a> |

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

**Nil**

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

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**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**

**B. Any 3 of the above**

| File Description   | Documents        |
|--|------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information  | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases  | No File Uploaded |

## **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**

**10**

| File Description   | Documents        |
|--|------------------|
| Self-attested list of students placed                        | No File Uploaded |
| Upload any additional information                            | No File Uploaded |
| Details of student placement during the year (Data Template) | No File Uploaded |

### 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

17

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | No File Uploaded          |
| Any additional information                         | No File Uploaded          |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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

2

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

### 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.**

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

**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 )**

The motto of the institution is to provide Quality Education'. So the institution has been giving considerable representation for student's involvement in various administrative co-curricular and extracurricular activities of the institution. 1.Student's representation and engagement in various administrative activities:

a) Student Council: The institution constitutes a student's council each year for their involvement in administration of the institution. The common issues of the students are being discussed in the meeting of students council and justifiable suggestions of the learners are considered while taking final decisions. Few selected learners are involved in the admission work during admission period, they guide the candidates and their parents regarding admission process.

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

**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**

5

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

**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

1. There is a registered Alumni Association of the institute and that has been contributing and helping to the institute in organizing various activities throughout the year for development of the students  
 2. Registration of Alumni Association: The institute has also constituted a committee during the year 2019-20 to initiate registration of alumni association. However, the process of registration is completed during the year 2021-22 and got registered with Assistant Registrar of Societies, Thane, (Registration No. MAH/413/2021).

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

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

E. &lt;1Lakhs

| File Description                  | Documents        |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

**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 is governed through a college development committee (CDC) which is constituted as per the guidelines of the Maharashtra Public Universities Act 2016. The CDC is the intermediary between the institution and the parent (body) trust. Important decisions on academic and administrative aspects are taken in the meeting of CDC. Internal Quality Assurance Cell (IQAC) has been acting as think tank on quality enhancement and development of the institution. IQAC has prepared a perspective plan of the institution for 10 years (2015-16 to 2024-25) and based on that perspective plan yearly activities are planned in each year before starting academic activities of the institution.

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

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

1.The institution has participative management. The institute provides opportunities to important stakeholders, staff, students and parents in the decision-making process. The Principal is the academic head, followed by Programme coordinators and class teachers (mentors). Programme coordinators are authorized to take decisions at their level on routine academic activities like adjustment of lectures, subject allotment to teachers etc. 2.Class teachers (mentors) are taking responsibility of attendance, defaulters, academic issues, personal issues of students of respective classes. Final decisions are taken on the basis of feedback/ recommendations from the class teachers, subject teachers, programme coordinators and student representatives.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has been students centric and various activities were deployed as per the strategic plan. In line with the strategic plan following activities has been implemented: 1. With reference to the strategic plan (2015-2025) Medium-term goal 2) (b), The institution has added one additional division of two undergraduate programs, namely B. com and B. Com (Accounting & Finance) during the year 2016-17 and one additional programs at postgraduate level, M. Com (Advance Accountancy) during the academic year 2016-17 by increasing the strength from 813 in 2016-17 to 1287 during the year 2020-21, around 58.67% percentage quantitative growth during five years

| File Description                                       | Documents        |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information                  | Nil              |
| Upload any additional information                      | No File Uploaded |

### 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.

National Centre for Rural Development (NCRD) is the parent body (trust) of the institution. The institution is affiliated to the University of Mumbai and hence it follows all the guidelines of the affiliating university and department of higher education, the government of Maharashtra. There was Local Managing Committee (LMC) constituted as per the provision of the University of Mumbai and it was changed to College Development Committee (CDC) as per the provision of Maharashtra Public University Act 2016. NCRD is the apex body of the institution and all important decisions are got approved from the chairman of the apex body before execution of any decision. The apex body has been running 9 schools, one affiliated

college, one MBA & MCA institute, Diploma in Pharmacy and Degree in Pharmacy. There is a chief administrative officer, appointed by the apex body (NCRD) as it's representative to administer the day to day activities of these educational institutions and it has an executive body for decision making

| File Description                              | Documents        |
|---|------------------|
| Paste link for additional information         | Nil              |
| Link to Organogram of the institution webpage | Nil              |
| Upload any additional information             | No File Uploaded |

### 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  | No File Uploaded          |
| Screen shots of user inter faces   | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

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

The institution takes care for the welfare of it's employees through various measures so as to promote them for better performance. 1.Job security: The institute follows a policy of job security to the teaching staff so that the staff is stable. There is no staff mobility due to the institution, it is there due to the personal problems of the individual staff. 2.Employer Contribution to PF: The institute contributes an equal amount to the provident fund of the employee. 3.Staff Insurance: The institute has a facility of health insurance policy for all the employees. 50 percent of the annual premium is contributed by the institute for health insurance.

**4. Gratuity facility:** The employee while either retiring or leaving a job due to personal reason gets the benefit of gratuity as per the management policy.

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

**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**

4

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

**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**

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

### 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

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | No File Uploaded          |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | No File Uploaded          |
| Upload any additional information   | No File Uploaded          |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

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

Performance appraisal of Teaching Staff: Annual appraisal of teaching staff is done through two methods: 1.First method is a formal method in which a self-appraisal form of 6 pages is prepared and mailed to each staff at the end of each year and staff are required to fill the details in that form. 2.The appraisal form contains 5 parameters with certain weightage of marks. 3.The

parameters are academic involvement, student development, institutional development, professional development and competency mapping. 4.Each staff has to give certain marks based on self-assessment. 5.After receiving filled appraisal forms by the office, the principal verifies the marks given by the individual staff and the principal gives marks in a separate column based on his observation. 6.A consolidated report is prepared by the principal based on the filled-in appraisal forms and the report is submitted to the representative of management.

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

**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 a statutory mechanism for both internal and statutory audit. The parent body (NCRD) has appointed an internal auditor for the purpose of continuous audit of all institutions run by the trust and statutory audit is done by a separate audit firm Internal Audit: There is a system of accounting in which continuous monitoring is done automatically. Petty cash expenses are spent at the institution level and at the end of each month all vouchers of petty cash expenses are audited by the internal auditor of the trust at head office and after that only next month petty cash is released from the head office.

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

**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) | <a href="#">View File</a> |

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

1.To introduce certificate/diploma courses for skill development. These courses will be offered to candidates of other than students of our institution. The fee will be charged for these courses and some part of fee will retain with the institution 2.Allowing outside agencies/organizations to conduct some activities for the learner institution, outside agency will charge fees to the learners participating in the activity and some part of such fee will remain with the institution 3.Conduction of coaching classes for entrance exams like MBA, the candidates who register for the coaching will be charged some fee. Coaching will be done by in-house staff who will be paid some honorarium and the balance amount will retain with the institution

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

#### 6.5 - Internal Quality Assurance System

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

As soon as the IQAC was established in the institution in the month of September, 2015, the process of quality enhancement and sustenance began through different strategies. The IQAC has been consistently working on to magnify the quality culture in its all spheres of the activities of the institution by channelized efforts towards promoting holistic research & academic, excellence. The IQAC monitors the implementation of vision and mission of the institution. IQAC prepares perspective plan of development for the institution and executes through various committees constituted by

the institution. The quality assurance processes, with regard to academics, administrative, are the integral part of the institutional policy. And IQAC has been trying to institutionalize number of quality assurance strategies such as research work, enhancement of entrepreneurial qualities amongst the students, gender equality, strengthening extension activities etc. This is also to support different industries at various platforms like Industrial training (internship), arrangement of different Programs for enhancing the organising ability.

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

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

1.Demand Ratio: The demand ratio for various programmes during last 5 years has been continuously increasing. 1.Additional Division & New Programme: The institute has added additional division for B.COM and B.COM (Accounting & Finance) one each programme during the year 2016-17.A new programme at PG Level (MCOM-Advance Accounting) was introduced in the year 2016-17. 2.Teaching Pedagogy: the IQAC of the college has been promoting modern techniques of pedagogy. Accordingly, teachers are adopting, power point presentation, you tube, video clips on curriculum, case study etc.

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

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

**B. Any 3 of the above**

| Certification, NBA)  |                              |
|--|------------------------------|
| File Description   | Documents                    |
| Paste web link of Annual reports of Institution  | Nil                          |
| Upload e-copies of the accreditations and certifications   | No File Uploaded             |
| Upload any additional information  | No File Uploaded             |
| Upload details of Quality assurance initiatives of the institution (Data Template)   | <a href="#">View File</a>    |
| <b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>   |                              |
| <b>7.1 - Institutional Values and Social Responsibilities</b>  |                              |
| 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year   |                              |
| <p>The institution considers the importance of gender equity and sensitization programs were conducted in the campus and the initiatives were taken for upgrading the facilities for women. For the purpose of the same, such activities/programs are grouped as per three categories:1.The institution has system of assigning each teacher (mentor) as a class teacher for class. The learners of the respective class were informed and motivated to discuss with the class the class teacher about their issues and get resolved and if required the class teacher was asking the intervention of principal in resolving issues of learners.</p> |                              |
| File Description   | Documents                    |
| Annual gender sensitization action plan  | Nil                          |
| 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  | Nil                          |
| <b>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-</b>  | <b>B. Any 3 of the above</b> |

**based energy conservation Use of LED bulbs/  
power efficient equipment**

| File Description               | Documents        |
|--------------------------------|------------------|
| Geo tagged Photographs         | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

The institution has outsourced the work of collection and management of solid waste to M/s V. P facility services within the campus and cleaning the campus areas. The parent trust has made agreement with the agency for all the institutions, including sterling college, run by NCRD. The staff of outsourced agency looks after the work and report to the parent trust time to time. There is a centralized management system for solid waste management and housekeeping. The institution can keep a watch on the quality of work done by this agency towards solid waste management. 1.However the student's council and NSS committee has taken initiatives from time to time to involve cleaning the premises, class rooms and institute campus on occasional basis towards achieving the objectives of 'SWACHH BHARAT ABHIYAAN' of the Government of India initiatives.

| File Description  | Documents        |
|---|------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities  | No File Uploaded |

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

**B. Any 3 of the above**

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

### 7.1.5 - Green campus initiatives include

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

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

**B. Any 3 of the above**

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

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

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

**B. Any 3 of the above**

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

|  |                                     |
|--|-------------------------------------|
| <p><b>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</b></p> | <p><b>B. Any 3 of the above</b></p> |
|--|-------------------------------------|

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

|   |
|---|
| <p>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).</p>  |
| <p>Most of the learners of the institution are from local areas and come from economically middle class and lower class families. Around 10 percent of the learners are from slum areas and or local village. The admission policy in the institution is carried out as per government rules and the reservation quota norms. The institution</p> |

has been regularly organizing different activities for inculcating the values of tolerance, harmony towards cultural diversities. To promote healthcare and harmony amongst children, youngsters, adults and senior citizens the institution has been organizing MINITHON Race Competition in association with NMMC (Navi Mumbai Municipal Corporation) and Parent Body (NCRD) in Nerul, Navi Mumbai.

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

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

To promote the sense of duties and responsibilities towards the society, among the learners, various programs are being planned and executed. The programs were organized jointly by the learners and the staff through a series of meetings and discussions. The institution celebrates each year various national days like Independence day, Republic day and Maharashtra day (State level). All the staff and learners participate in such celebrations. There is also celebrations of birth anniversaries of national leaders like Mahatma Gandhi and the activities like 'Swachhata Abhinyan' (Cleanliness Drive) and rallies on national integrity are organized by the learners.

| File Description   | Documents |
|--|-----------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil       |
| Any other relevant information   | Nil       |

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

**B. Any 3 of the above**

**teachers, administrators and other staff 4.**  
**Annual awareness programmes on Code of Conduct are organized**

| File Description   | Documents        |
|--|------------------|
| Code of ethics policy document   | No File Uploaded |
| 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 | No File Uploaded |
| Any other relevant information   | No File Uploaded |

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

Institution pays tribute to all the national heroes on their Birth and death anniversaries. The events like lectures of experts, rally were organized on those occasions. The institute organizes festivals such as 'Guru Pournima', 'Dandiya celebration', 'Rakhi celebration' Janmastmi celebration, 'Ganesh chaturthi', etc. in which learners and staff take part. It organizes days/festivals like 'Independence Day', 'Republic Day', 'International Peace Day', 'Hindi Divash', 'Human Rights Day', 'Constitutional Day', 'NSS Foundation Day', by involving NSS and Non NSS learners. The concerned committee keeps the records of events conducted with sufficient evidences like photographs and videos.

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

## 7.2 - Best Practices

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

1. Title of the Practice "Learners' Leadership Enhancement Program"
2. Objectives of the Practice The objectives can be stated as:- To



motivate the learners in bringing creative ideas for conducting certain events To develop skills on planning, organizing and controlling the events. (developing Managerial & Leadership skills) To create an environment in which the learners can have optimum use of institutional resources To create branding of the institution through learners driven activities/fest To identify learner's leadership and management qualities To develop a sense of team work among learners

3. The Context Following are the challenging issues in designing and implementing the practice: Different groups of learners bring multiple proposals for the event. Selecting one out of them and convincing the other groups becomes a challenge. The institution has limited budget for such practice, implementing the practice with limited budget and fund generation through sponsorship for deficit budget has been challenging The learners in the organizing committee of the event expect academic leniency from institute

| File Description                            | Documents |
|---|-----------|
| Best practices in the Institutional website | Nil       |
| Any other relevant information              | Nil       |

### 7.3 - Institutional Distinctiveness

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

The institution had taken certain initiatives during last 5 years through which developing mental equilibrium could be possible. The initiatives and practices were like teaching-learning and conducting brain storming activities such as quiz competitions, Elocution competitions; problem solving techniques, Power point presentation competitions, Food stall (entrepreneurship skill) competitions etc., The institution felt that mental equilibrium is one of the key elements of success for a learner. The responsibility in this regard lies with the course teachers who are dealing with the learners on day to day basis and program coordinators who make proper plans and implement the same for developing sound minds of learners. On frequent intervals the same is required to be analyzed with respect to the expected outcome and in case of variances, controlling measures are required to be taken. This process will help to develop mental equilibrium among learners and the same will develop abilities to enjoy the life and achieve the goals set.

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

### 7.3.2 - Plan of action for the next academic year

Sterling college has been active in quality enhancement activities from first cycle of accreditation. It has introduced one PG program, added one division each at UG program and increased number of students by 50% during the second cycle audit period. It has been preparing the changes in New Education Policy 2020. The college has planned become multi-faculty and interdisciplinary college and has a vision to become one of the best colleges in educational hub of Navi Mumbai area of Maharashtra. The parent trust has been managing the institutes of technology & pharmacy education and it has sufficient space and infrastructure hence it may go for a private or cluster or deemed university in near future. The parent trust is planning to promote sports education since it has its own big ground where outdoor sports can be conducted.